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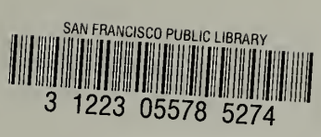

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

Dianne Feinstein, *Mayor*
Preston Cook, *President*
Betty Brooks, *Vice President*
Joan Byrnes San Jule
Beatrice Patterson
Elouise Westbrook
James Fussell, Jr.
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

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JANUARY 7, 1983

PUBLIC NOTICE

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 9:30 A.M., THURSDAY, JANUARY 13, 1983 AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

Carl L. Williams

CARL L. WILLIAMS
SECRETARY/EXECUTIVE DIRECTOR

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REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY
COMMISSION WILL BE HELD ON THURSDAY, January 13, 1983
9:30 A.M. 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

T E N T A T I V E A G E N D A

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1. ROLL CALL:

   Preston Cook, President
   Betty Brooks, Vice President
   Joan Byrnes San Jule, Commissioner
   Beatrice Patterson, Commissioner
   Elouise Westbrook, Commissioner
   James G. Fussell, Jr., Commissioner
   Reverend Harry Chuck, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

    (a) Resolution - Amendment to Resolution No. 1656 Authorizing the Sale, Issuance and Delivery of Project Notes and Execution of Requisition Agreements.

    (b) Resolution - Resolution of Intention to Approve an Amendment of Contract between the Board of Administration of the Public Employees' Retirement System and the Commissioners of the Housing Authority of the City and County of San Francisco.

    (c) Resolution - Resolution Concerning the Offering of Available Units to Applicants for Housing.

    (d) Resolution - Resolution Establishing Policy and Procedures Governing the Waiting List for Convention Public Housing.

    (e) Resolution - Resolution Defining Applicants Who Are to be Given a Housing Status of "1," Which is the Top Priority for Persons to be Offered Housing.

CARL L. WILLIAMS
SECRETARY/EXECUTIVE DIRECTOR

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held:
January 13, 1983

440 Turk Street
San Francisco, CA

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, January 13, 1983 at 9:30 a.m.

President Preston Cook introduced Mayor Dianne Feinstein who came to address the Commission regarding the Management by Objectives Program (MBO). The MBO Program is being instituted in every city department. The basic thrust of MBO is that the Commission sets some objectives and holds staff attributable to those objectives.

Mayor Feinstein read her letter of January 13, 1983 addressed to the Commission outlining MBO goals, priorities and performance evaluations for the Housing Authority. She also reviewed her letter of December 17, 1982 involving four points and asked for the Commission's response and progress on these items. In closing the Mayor offered her assistance and emphasized again the seriousness of this matter.

President Cook thanked the Mayor for her visit because it does instill in the Commission and staff the seriousness of MBO. He stated that the mechanism of MBO which will be implemented and the goals will be met will produce good housing. Mr. Williams also expressed his appreciation on behalf of staff to the Mayor and her staff on developing the MBO program. He stated that additional MBO objectives are being set for other departments and those objectives will be reported back to the Mayor so that she will know what the Housing Authority is trying to do in the coming year. Commissioner Brooks stated that the tenants from Potrero and other areas are here and the word will go back that the Mayor is carefully monitoring what is happening in the projects and the tenants also will be keeping close note on the progress. After a round of applause, the Mayor left the meeting.

1. ROLL CALL:

Meeting was called to order by President Cook at 10:10 a.m.

Roll call found the following members to be:

PRESENT: Preston Cook, President
Betty Brooks, Vice President
Beatrice Patterson, Commissioner
Elouise Westbrook, Commissioner
James G. Fussell, Jr., Commissioner
Reverend Harry Chuck, Commissioner

ABSENT: Joan Byrnes San Jule, Commissioner

A quorum was present.

ALSO PRESENT: Carl L. Williams, Secretary/Executive Director
Connie M. Perry, Legal Counsel

2. [illegible]

[illegible]

L. Ransom, Leased Housing & PHTA
Ethel Lowe
John Phillips
Christine Neal, PHTA
Cleola Richardson, Westside Courts
Melvina Powell, Westside Courts

3. APPROVAL OF AGENDA:

It was moved by Commissioner Westbrook and seconded by Vice-President Brooks to accept the Agenda of January 13, 1983. The Agenda of January 13, 1983 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Westbrook moved to approve the minutes of the regular meeting of December 9, 1982 and Vice President Brooks seconded the motion. The minutes of the meeting of December 9, 1982 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Letter from the Mayor.

6. REPORT OF SECRETARY:

Secretary Carl L. Williams reported on the following matters:

(a) The Authority assisted a number of tenant associations during the holidays with funds and other materials for their Christmas parties. Our new unit, the Family and Community Services Department, worked closely with all the tenant associations. We have received expressions of appreciation and thanks from some of those tenant associations.

(b) We have forwarded a letter to PHTA regarding our concerns about funding and improper accounting of some matters. PHTA has met with our staff this past Friday to review my letter, which each of you have received. PHTA has since that time submitted a program and a budget to us which we are reviewing. You may recall that the Commission indicated to staff that you would not authorize a contract and a budget for PHTA until such time as an audit has been completed. We still do not have the materials we need to complete that audit. I am going to send another letter to PHTA expressing our concerns with respect to this matter.

President Cook asked if there was someone present from PHTA who would respond to these issues. There was no one from PHTA to respond at this time. President Cook requested that at the next Commission meeting the letters that have been written to the Commission concerning another funding arrangement for tenants of public housing be reviewed.

7. COMMITTEE REPORTS:

None

8. REPORT OF COUNSEL:

Two reports have been submitted to the Commission:

1) The Legal Action Summary showing evictions for the month of December, and

2) A report about tax exempt contributions of the San Francisco Housing Authority.

9. TENANT REPRESENTATIVE REPORT:

President Cook reiterated his earlier position regarding reviewing other funding arrangements for tenant associations of public housing because PHTA has not had the audit completed. He asked if PHTA would respond to this matter in their report.

Paulette Faison, President of the Public Housing Tenants Association, addressed the Commission regarding this matter. She stated that Mr. McCalla, who has all of the books, is not available at this time. Various members of PHTA are trying to locate him. Commissioner Fussell clarified again that regardless of the reasons, at the next Commission meeting, the Commission will be making a decision as to how to fund tenant organizations. A discussion followed regarding this matter and other concerns.

Ms. Faison proceeded with her report inquiring into the following matters: LIAP monies; paint program at Westside Courts; handicapped and seniors at 1250 Eddy who are not able to get around because the elevator is out; security bars for the windows; CB radio antennaes in Potrero that are interrupting everything.

10. UNFINISHED BUSINESS:

None

11. (a) RESOLUTION NO. 2501

AMENDMENT TO RESOLUTION 1656 AUTHORIZING THE SALE, ISSUANCE AND DELIVERY OF PROJECT NOTES AND THE EXECUTION OF REQUISITION AGREEMENTS

* *

WHEREAS, the Housing Authority of the City and County of San Francisco (herein called the "Issuing Agent"), acting on behalf of and for the Housing Authorities pursuant to that certain agreement entitled "Financing Agreement" entered into by and between a group of Housing Authorities (each of which is herein called "Member Authority") as of August 11, 1964 (which agreement, as the same may from time to time be amended by the addition or exclusion of a Member Authority of any Contract of a short-term note herein called "Project Notes" (in the Annual Contributions Contract called "Temporary Notes") as hereinafter provided. Each Member Authority has entered into one or more Annual Contributions Contracts (herein called the "Contract") with the United States of America (herein called the "Government") providing for assistance by the Government in the financing of low-rent housing projects; and

WHEREAS, on March 27, 1969 the Commission, by Resolution No. 1656 authorizing the execution of the Financing Agreement for the issuance of Project Notes on behalf of and for the Member Authorities as outlined in said Resolution; and

WHEREAS, the Department of Housing and Urban Development has entered into a Financing Agreement with Bankers Trust Company

NOW, THEREFORE, BE IT RESOLVED by the Housing Authority of the City and County of San Francisco, as follows:

1. This Resolution No. 1656, adopted March 27, 1969 entitled "Resolution Authorizing the Sale, Issuance and Execution of Project Notes and the Execution of Requisition Agreements" be, and it hereby is amended to include a new subparagraph c. in Section 4 to read:

"c. The Director of Regional Housing or the Regional Counsel of the United States Department of Housing and Urban Development or the designee of either in the HUD Regional Office in the geographical region in which this Local Issuing Agency is located, is hereby authorized to act alternatively on behalf of this Local Issuing Agency and to perform each of the functions set forth in Section 4, subparagraph a. and b., of the Resolution."

2. This resolution shall take effect immediately.

APPROVED AS TO FORM:

_____
Connie M. Perry
Legal Counsel

DATED:_____

This is a very technical amendment to a resolution adopted several years ago regarding the issuance of project notes. In the material previously sent, there was a letter from the regional office of HUD requesting that this amendment be instituted. This is a change in HUD procedures with respect to how they are going to continue processing the project notes. It is one amendment that will save the Authority time because presently the President and Executive Director have to go to HUD and sign a number of documents on a regular basis. This procedure hopefully will eliminate that.

Commissioner Fussell moved to accept Resolution No. 2501 and Commissioner Chuck seconded the motion. Resolution No. 2501 was UNANIMOUSLY ACCEPTED.

(b) RESOLUTION NO. 2502

RESOLUTION OF INTENTION TO APPROVE AN AMENDMENT TO CONTRACT BETWEEN THE BOARD OF ADMINISTRATION OF THE PUBLIC EMPLOYEES' RETIREMENT SYSTEM AND THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO

* *

WHEREAS, the public Employees' Retirement Law permits the participation of public agencies and their employees in the Public Employees' Retirement System by the execution of a contract, and sets forth the procedure by which said public agencies may elect to subject themselves and their employees to amendments to said Law; and

WHEREAS, one of the steps in the procedure to amend this contract is the adoption by the legislative body of the public agency of a resolution giving notice of its intention to approve an amendment to said contract, which resolution shall contain a summary of the change proposed in said contract; and

WHEREAS, the following is a statement of the proposed change:

> To provide for a reclassification of certain miscellaneous members to safety status pursuant to Government Code Section 20020.7 and to provide 2% @ 55 Modified formula and 75% prior service for local safety members.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO, THAT:

1. The governing body of the above agency gives, and it does hereby give notice of intention to approve an amendment to the contract between the said governing body and the Board of Administration of the Public Employees' Retirement System, a copy of said amendment being attached hereto, as an "Exhibit" and by this reference made a part hereof.

2. This Resolution shall become effective immediately.

APPROVED AS TO FORM:

Connie M. Perry
CONNIE M. PERRY
Legal Counsel

DATED: Jan 11, 1983

The SFHA police officers' status has changed to that of safety status and under the regulations of the state retirement system a change of that classification requires that a commensurate change be adopted with respect to their employment benefits. This resolution is a requirement of the state PERS system that we publicly notify our intention to make this amendment. We will have to work with PERS to adopt the amendment and then there probably will be another resolution coming back to the Commission finally adopting it after this notice period has passed. The basic effect of this action is it will increase our employer contribution into the state retirement system for police officers.

Commissioner Westbrook moved to accept Resolution No. 2502 and Commissioner Patterson seconded the motion. Resolution No. 2502 was UNANIMOUSLY ACCEPTED.

(c) RESOLUTION NO. 2503

RESOLUTION CONCERNING THE OFFERING OF AVAILABLE UNITS TO APPLICANTS FOR HOUSING

* *

WHEREAS, the San Francisco Housing Authority presently has a waiting list of approximately 4600 persons; and

WHEREAS, the intent of the Housing Authority is to house persons in need of low income housing; and

WHEREAS, applicants who reject available units by their actions indicate that they are not in dire need of low income housing,

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO, THAT:

1. Every attempt will be made to refer applicants to the development which is their preference or to the geographical management area which is their preference.

2. That at the time the applicant is eligible for referral to a unit and neither the geographical nor the housing development preference is available, they shall be referred to the first available unit.

3. After an applicant for housing has been referred for leasing to the geographical management area, they shall be offered a choice of up to three units of housing in that area.

4. That if applicants should turn down those three offers of housing in the geographical area, that they shall be removed from the waiting list and be prevented from applying for housing for one year's period of time.

5. That applicants who lease a unit from the Housing Authority and vacate that unit within 60 days without "good cause", they shall not be allowed to apply for housing for a twelve month period of time from the date of their vacate.

APPROVED AS TO FORM:

Connie M. Perry
Connie M. Perry, Legal Counsel

Jan 11, 1983
Date

Mr. Williams introduced Dennis Guest who provided the background information and other details regarding the following three resolutions dealing with vacancies. A lengthy discussion period followed.

Commissioner Chuck moved to accept Resolution No. 2503 and Commissioner Patterson seconded the motion. Resolution No. 2503 was UNANIMOUSLY ACCEPTED.

(d)

RESOLUTION NO. 2504

RESOLUTION ESTABLISHING POLICY AND PROCEDURES GOVERNING THE WAITING LIST FOR CONVENTIONAL PUBLIC HOUSING
* *

WHEREAS, the San Francisco Housing Authority presently has a waiting list of approximately 4600 seniors and families, and

WHEREAS, it is unreasonable to believe that the Housing Authority can provide housing for all eligible families within a one year period of time,

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO, THAT:

1. The sign-up sheet of individuals interested in making applications for public housing be abolished as of Friday, January 21, 1983.

2. That staff are hereby instructed to initiate the administrative actions necessary to begin taking applications by bedroom size when the supply level of applicants as compared to anticipated number of units available for occupancy reaches a six month waiting list.

3. That these families/individuals who are classified as housing status 1 will continue to have their applications taken.

APPROVED AS TO FORM:

Connie M. Perry
Connie M. Perry, Legal Counsel

Jan 11, 1983
Date

Commissioner Westbrook moved to accept Resolution No. 2504 and Commissioner Fussell seconded the motion. Resolution No. 2504 was UNANIMOUSLY ACCEPTED.

(e)

RESOLUTION NO. 2505

RESOLUTION DEFINING APPLICANTS WHO ARE TO BE GIVEN A HOUSING STATUS OF I, WHICH IS THE TOP PRIORITY FOR PERSONS TO BE OFFERED HOUSING
* *

WHEREAS, it is the intent of the San Francisco Housing Authority to provide housing to low income applicants for housing who are most in need,

NOW, THEREFORE, BE IT RESOLVED by the Commission of the Housing Authority of the City and County of San Francisco, that:

1. All potential applicants for conventional public housing who are documented as being without housing shall be designated as having Housing Status I which is the highest priority. Housing Status I shall be limited to the following:

3. Applicants displaced by federal, city or state action.

4. Applicants without housing who have been referred by the Mayor's Office/Special Projects, Department of Social Services or Central Relocation.

2. All other applicants, who are residents of the City and County of San Francisco, and who are otherwise eligible for assistance under the Low Rent Housing Program shall be designated as having Housing Status II. Non-resident applicants shall be designated as having Housing Status III.

APPROVED AS TO FORM:

_____
Connie M. Perry, Legal Counsel

DATE:_____

Commissioner Chuck moved to accept Resolution No. 2505 and Commissioner Patterson seconded the motion. Resolution No. 2505 was UNANIMOUSLY ACCEPTED.

President Cook expressed his concern that once this system adopted today is in order that the next step is we have enough units for the applicants to move into. He requested staff to ask Mr. Phillips to look into this situation. He stressed the urgency of this matter--thathe would like it resolved very quickly.

Commissioner Westbrook requested that a listing of the vacancies in each segment be given to the Commission. Commissioner Fussell expanded on this list, noting that the Mayor also requested such a list in her MBO letter. The list should be broken down by areas, showing every address of every vacant unit in the Authority by apartment number, when it was vacant, how long it has been vacant, why vacant and when it is expected to be brought back on the rolls. This list should be kept updated and made available to the Mayor and to the Commission.

Commissioner Chuck requested that the MBO letter from the Mayor be put in some kind of form, outlining general objectives, specific objectives, immediate ones, long term ones, etc. This form should also be sent back to the Mayor for clarification to insure that all of the details have been correctly outlined.

(f) Visitors - President Cook called on the visitors who wished to address the Commission regarding their concersn.

12. ADJOURNMENT:

There being no further business to discuss the meeting of January 13, 1983 was adjourned at 12:05 p.m.

_____

_____
Secretary/Executive Director

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REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY
COMMISSION WILL BE HELD ON THURSDAY, January 27, 1983
9:30 a.m., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

T E N T A T I V E A G E N D A

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1. ROLL CALL:

   Preston Cook, President
   Betty Brooks, Vice President
   Joan Byrnes San Jule, Commissioner
   Beatrice Patterson, Commissioner
   Elouise Westbrook, Commissioner
   James G. Fussell, Jr., Commissioner
   Reverend Harry Chuck, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

    (a) Resolution - Resolution of Commendation and Appreciation to Mr. Vito Virzi Upon His Retirement from the Housing Authority of the City and County of San Francisco.

    (b) Report on Management Information Systems.

    (c) Resolution - Resolution Authorizing Contract with Pacific Consulting Group, Inc.

Carl L. Williams
Secretary/Executive Director

SAN FRANCISCO HOUSING AUTHORITY

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Dianne Feinstein, *Mayor*
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James Fussell, Jr.
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

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January 21, 1983

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PUBLIC NOTICE

The regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held at 9:30 a.m., Thursday, January 27, 1983 at 440 Turk Street, San Francisco, California.

Carl L. Williams
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held:
January 27, 1983

440 Turk Street
San Francisco, CA

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California, on Thursday, January 27, 1983 at 9:30 a.m.

1. ROLL CALL:

The meeting was called to order by President Cook at 9:40 a.m.

Roll Call found the following members to be:

PRESENT: Preston Cook, President
Betty Brooks, Vice President
Joan Byrnes San Jule, Commissioner
Beatrice Patterson, Commissioner
Elouise Westbrook, Commissioner
James G. Fussell, Jr., Commissioner
Reverend Harry Chuck, Commissioner

A quorum was present.

ALSO PRESENT: Carl L. Williams, Secretary/Executive Director

2. VISITORS:

Frankie M. Gates, Sunnydale
Brenda Alexander, Bernal Dwellings
Ms. Mumphery, Hunters View
Christine Neal, PHTA
Mrs. Thomas, PHTA

3. APPROVAL OF AGENDA:

It was moved by Commissioner San Jule and seconded by Vice-President Brooks to accept the Agenda of January 27, 1983. The Agenda of January 27, 1983 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Westbrook moved to approve the minutes of the regular meeting of January 13, 1983 and Commissioner San Jule seconded the motion. The minutes of the meeting of January 13, 1983 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Mr. Williams reported that the Authority received a copy of the letter from the HUD Area Office to Mr. James Johnson, Director of the Office of Community Development authorizing the Office of Community Development to reimburse the San Francisco Housing Authority for its expenses incurred for maintenance and security in the Inchon Village (now Mariner's Village) development. Mr. Williams indicated that staff has been pursuing this matter for the past several months and with this letter it appears that a resolution is close.

6. REPORT OF SECRETARY:

Secretary Carl L. Williams reported on the following matters:

(a) In addition to the Mayor's MBO program, other departments within the Authority have been put under the MBO program and copies of the correspondence sent to all department heads have been forwarded to the Commission.

(b) As requested by Commissioner Fussell, Ms. Connie Perry, Legal Counsel, has distributed a letter to the Commission regarding tax exempt status. The letter says that anyone who does make a contribution to the Housing Authority can do so and the tax exempt status will not be affected nor would any contribution received be offset against operating subsidies.

(c) The Vacant Unit Status Report which was requested has been passed out to each Commissioner. This report lists every vacant unit by address and apartment number. The report will be updated on a regular basis.

7. COMMITTEE REPORTS:

Commissioner Fussell reported that there was a Finance Committee Meeting on Monday, January 24, 1983. The Commissioners have received documentation on various financial reports that were distributed at that meeting.

8. REPORT OF COUNSEL:

None

9. TENANT REPRESENTATIVE REPORT:

Paulette Faison, President of PHTA, reported on the status of the PHTA audit. Mr. John Williams of the Housing Authority staff is looking over the books. She also stated that the tenants are still concerned about the items reported at the last meeting.

President Cook informed PHTA that he is considering recommending to staff that from now on the way to handle finances in PHTA is that requests for money for specific items be submitted to someone designated in Mr. Koeritz's office and they will pay the bills. This will probably help with the difficulties that PHTA is having in dealing with financial matters. Ms. Faison stated that she would consult with the tenants to see how they feel about it. This is something that PHTA has discussed in the past. Both Ms. Faison and President Cook felt that a workable system could be implemented.

10. UNFINISHED BUSINESS:

None

11. NEW BUSINESS:

(a) RESOLUTION NO. 2506

RESOLUTION COMMENDING VITO VIRZI ON THE OCCASION OF HIS RETIREMENT AS A PAINTER WITH THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO

* *

WHEREAS, Vito Virzi on January 31, 1983 will retire as a painter of the Housing Authority after having served in the Maintenance Department of this Authority for close to twenty-five years; and

WHEREAS, Mr. Virzi was initially employed as a Per Diem Painter on March 11, 1958 and was assigned permanent status on January 1, 1961; and

WHEREAS, over the year Mr. Virzi diligently performed his duties and was dedicated and reliable and now plans to spend his time enjoying the leisurely life;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

That this Commission extends to Mr. Virzi its commendation for a job well done, its appreciation for long and faithful service and its best wishes for a happy retirement.

/s/ Preston Cook President	/s/ Elouise Westbrook Commissioner
/s/ Betty Brooks Vice-President	/s/ James Fussell, Jr. Commissioner
/s/ Joan M. San Jule Commissioner	/s/ Rev. Harry Chuck Commissioner
/s/ Beatrice Patterson Commissioner	/s/ Carl L. Williams Secretary/Executive Director

Mr. Williams gave recognition to Mr. Vito Virzi, a painter who has been with the Authority for twenty-five years. Mr. Virzi has worked very well and commendably for the Authority and will be retiring January 31, 1983. Mr. Virzi was presented the resolution from the Commission. Mr. Virzi briefly addressed the Commission and expressed his appreciation.

(b) Report on Management Information Systems

The Commission had requested a status report on the Data Processing Department. Mr. Williams introduced Gary Brewer, who is head of that department. Mr. Brewer provided some background information and reported on the current status of the Data Processing Department. In September 1981 a new IBM System 38 was purchased. There have been problems and delays with the conversion from the old system to the new system as well as staffing problems. The systems that are presently running on the machine are inventory control, purchase order system--this is a brand new system, just implemented. The accounts payable-general ledger system is under review and hopefully a new system will be implemented by the end of the year. A discussion followed wherein Commissioners Westbrook and Fussell voiced their questions and concerns.

(c) RESOLUTION NO. 2507

RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT FOR MANAGEMENT CONSULTING AND TRAINING SERVICES BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND THE PACIFIC CONSULTING GROUP, INC.

****

WHEREAS, the Authority has identified certain training and management analysis needs, and

WHEREAS, the Authority does not currently employ staff to carry out management analysis and training functions, and

WHEREAS, the Pacific Consulting Group provided competent and highly professional management consulting and training services to the Authority in 1982,

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO, THAT:

1. The Executive Director is authorized to enter into a contract with the Pacific Consulting Group to provide management consulting and training services to the Authority during 1983.

2. The contract, not to exceed $40,000.00, shall include those items as set out in the Pacific Consulting Group, Inc. proposal, dated January 1, 1983.

APPROVED AS TO FORM:

Connie M. Perry

CONNIE PERRY, LEGAL COUNSEL

DATE: Jan. 24, 1983

Commissioner Fussell moved to accept Resolution No. 2507 and Commissioner San Jule seconded the motion. Resolution No. 2507 was UNANIMOUSLY ACCEPTED.

(d) Commissioner San Jule proposed two projects for the Site & Design Committee:

1) That the Committee physically inspect once a month the units that are in the process of being prepared for rental.

2) That the Committee meet regularly (every two months) for a site inspection and progress report on the Rosa Parks Senior Apartments to assure that quality work is done and that the building will be ready for occupancy on time.

Commissioner Westbrook added another project: that the Committee review the stove and appliance policy. A meeting date will be set soon for this.

(e) President Cook acknowledged the presence of Mr. Hiram Smith, Executive Director, San Francisco Neighborhood Legal Assistance Foundation. He asked Mr. Smith if he wished to address the Commission on any matters.

(f) President Cook called on the visitors who wished to address the Commission regarding their concerns.

12. ADJOURNMENT:

There being no further business to discuss the meeting of January 27, 1983 was adjourned at 11:30 a.m.

PRESTON COOK
President

CARL L. WILLIAMS
Secretary/Executive Director

SAN FRANCISCO HOUSING AUTHORITY

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Preston Cook, *President*
Betty Brooks, *Vice President*
Joan Byrnes San Jule
Beatrice Patterson
Elouise Westbrook
James Fussell, Jr.
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

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NOTICE OF SPECIAL MEETING

The Commission of the San Francisco Housing Authority will conduct a special meeting on Friday, January 28, 1983, 9:30 a.m., at 440 Turk Street, San Francisco, California.

The purpose of the meeting is as follows:

1. To consider resolution concerning the terms and working conditions of employment for plumbers and steamfitters of the San Francisco Housing Authority for the period October 1, 1982 through September 30, 1984.

Carl L. Williams
Secretary/Executive Director

DATED: January 24, 1983

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Special Meeting Held:
January 28, 1983

440 Turk Street
San Francisco, CA

The Commission of the Housing Authority of the City and County of San Francisco met in special session at 440 Turk Street, San Francisco, California on Friday, January 28, 1983 at 9:30 a.m.

1. ROLL CALL:

The meeting was called to order by President Cook at 9:35 a.m.

Roll call found the following members to be:

PRESENT: Preston Cook, President
Betty Brooks, Vice President
Joan Byrnes San Jule, Commissioner
Beatrice Patterson, Commissioner
Elouise Westbrook, Commissioner
James G. Fussell, Jr., Commissioner
Reverend Harry Chuck, Commissioner

A quorum was present.

ALSO PRESENT: Carl L. Williams, Secretary/Executive Director
Connie M. Perry, Legal Counsel
Bernard T. Deasy, Deputy Executive Director
Milton F. Reiterman, Chief Labor Negotiator
Al Stagnaro, Director, Facilities Management

2. VISITORS:

Otis McGee, Counsel for San Francisco Housing Authority
Joe Mazzola, Local 38
Jerome Garchik, Counsel for Local 38

3. APPROVAL OF AGENDA:

Commissioner San Jule moved to approve the agenda and Vice President Brooks seconded the motion. The agenda was UNANIMOUSLY APPROVED.

4. NEW BUSINESS:

Resolution No. 2508

RESOLUTION REGARDING THE TERMS AND WORKING CONDITIONS OF EMPLOYMENT FOR PLUMBERS AND STEAMFITTERS OF THE SAN FRANCISCO HOUSING AUTHORITY FOR THE PERIOD OF OCTOBER 1, 1982 THROUGH SEPTEMBER 30, 1984

* *

RESOLUTION OF THE BOARD OF COMMISSIONERS
OF THE SAN FRANCISCO HOUSING AUTHORITY

WHEREAS, the Memorandum of Understanding between the San Francisco Housing Authority and Plumbers and Pipefitters Local Union No. 38 made and entered into as of October 1, 1980 has expired; and

WHEREAS, the San Francisco Housing Authority has met and conferred concerning a new Memorandum of Understanding with said Local Union No. 38; and

WHEREAS, the parties have reached impasse in said meeting and conferring;

BE IT RESOLVED THAT:

1. The terms and conditions of employment for plumbers and steamfitters of the San Francisco Housing Authority for the period October 1, 1982 through September 30, 1984 shall be as set forth in the Memorandum of Understanding between the parties made and entered into as of the first day of October, 1980 with the following exceptions:

(a) A Section 5 shall be added to Article II to read as follows:

> Whenever there are employees on vacation or off sick for long periods of time, the Authority shall hire temporary replacements.

(b) The following will be added as Article II, Section 6:

(i) The Authority shall make a temporary upgrade/assignment to the foreman classification to replace any foreman who is absent on vacation;

(ii) The Authority shall make a temporary upgrade/assignment to the foreman classification within five days of the absence of any foreman on sick leave, due to unexpected illness or injury;

(iii) An employee temporarily assigned to the position of foreman on the basis of Section (i) or (ii) above shall receive foreman rates of pay.

(c) The following will be added to Section 2 of Article III:

The reemployment list will be voided after one (1) year from date of layoff. Foreman selection is at the sole discretion of Authority management and consistent with the Plumbers and Steamfitters Master Agreement.

(d) A new Section 5 shall be added to Article IV to read:

Anyone acting in a supervisory capacity of foreman must be paid in accordance with the foreman formula in the agreement.

(e) Subparagraph (3) shall be added to Section 6 of Article IV to read as follows:

At no time shall an apprentice work without the supervision of a journeyman.

(f) Article V, Section 3, shall be deleted as written, and a new Article V, Section 3, shall read:

Shifts may be established by the Authority with the mutual consent of the Union and the Authority. In the event that the Union consents to shift work, said work shall be performed in accordance with the Local 38 Plumbers and Steamfitters Union Master Agreement.

(g) Article VI, Section 2, shall read:

Any plumbing and steamfitting work put out to bid shall be at the prevailing industry rate of pay, and the firm will be under contract with Local No. 38. Authority Resolution No. 2304 regarding competitive bidding authorizes and directs management to authorize outside competitive contracting at its discretion.

(h) An addition to Article VII, Section 2 shall read as follows:

The Authority will not provide plumbing and steamfitting services, except on an emergency basis, on the following days: February 12, Lincoln's Birthday); the second Monday in October, Columbus Day; and November 11, Veterans Day.

(i) Article X, Section 1, shall read as follows:

During the period of October 1, 1982 through September 30, 1984 the Authority will not lockout employees and the Union will not cause, permit or authorize its members to strike, sitdown or engage in any work stoppage or limitation upon services out of any dispute relating to the terms of this Agreement. Observance of the picket line of another organization, sanctioned by the San Francisco Labor Council or the San Francisco Building and Construction Trades Council, shall not be considered a violation of this Article.

(j) An Article dealing with "Tools" shall be added and shall read as follows:

The Authority will provide tools for plumbers and steamfitters consistent with the Master Agreement.

(k) An Article entitled "Steward Last Man To Be Laid Off" shall be added and shall read as follows:

In the event of lay-off, with the exception of the foreman, the steward shall be the last man laid off provided he is competent and capable to perform the duties assigned to him. The retention of the foreman in lieu of the steward shall be applicable only if the foreman is a longtime employee of the employer or his retention is necessary because of his special competence to perform the work. This exception shall not be abused to circumvent the necessity of retaining the steward. Stewards shall not be discharged except for just cause and then only after prior notice to the Union stating the cause.

(l) Article XVII is deleted.

(m) A new Appendix A-1 and Addendum thereto is added.

Effective October 1, 1982 through September 30, 1983, Plumbers and Steamfitters for San Francisco Housing Authority will continue their present basic wage salary of $21.91, which is presently at 90% of the industry rate and the following fringe benefits will be paid at 100% of those funds previously contributed:

1.	Security Savings	2.00
2.	Dues	.30
3.	Vacation	.88
4.	Holiday	1.14
5.	Health and Welfare	3.28
6.	Pension	3.11
7.	Convalescence	.28

Plumbers and Steamfitters shall receive effective October 1, 1983 through September 30, 1984 a wage increase of not less than the inflation factor* of the operating subsidy of the Authority for 1983/84, computed on a base wage of $21.91.

Plumbers	Wages Effective October 1, 1982
(1) Foreman (1-5 men)	24.31
(2) Foreman (6-9 men)	24.78
Apprentice	

Fringe Benefits	Journeyman	Foreman(1-5 men)	Foreman (6-9 men
100% Per Contract			
Vacation	.88	.97	.99
Holiday	1.14	1.25	1.28
Security Savings	2.00	2.00	2.00
Pension	3.11	3.11	3.11
Health & Welfare	3.28	3.28	3.28
Convalescent	.28	.28	.28
Dues	.30	.30	.30

Holidays

New Years Day	Thanksgiving Day
Washington's Birthday	Day after Thanksgiving Day
Memorial Day	Day before Chirstmas
Fourth of July	Christmas Day
Labor Day	Employee Birthday
Admission Day	Good Friday or Yom Kippur

*See Addendum

Davis Bacon

Plumbers employed by the San Francisco Housing Authority working on the modernization crew performing work governed by Davis Bacon rules and regulations, shall be paid in accordance with Davis Bacon regulations.

ADDENDUM

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-3800

Dianne Feinstein, *Mayor*
Preston Cook, *President*
Betty Brooks, *Vice President*
Joan Byrnes San Jule
Beatrice Patterson
Elouise Westbrook
James Fussell, Jr.
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

INFLATION FACTOR APPLICABLE TO THE SAN FRANCISCO HOUSING AUTHORITY

This percentage factor is determined by the Housing and Urban Development, Washington, D.C. The factor percentage for the last four (4) years is as follows:

79-80	5.4%
80-81	6.63%
81-82	7.27%
82-83	7.03%

The inflation factor currently is derived from the percentage increase in local government wages and salaries for the area in which the PHA is located. The revised inflation factor will be calculated by taking the weighted average of the old wage factor plus the percentage increase in non-wage expenses based on the "implicit price deflator for state and local government purchase of goods and services."

The San Francisco Housing Authority receives each year prior to October 1 from the Department of Housing and Urban Development an inflationary factor for San Francisco under the performance funding system which is referenced in HUD Regulation Handbook 7475.13.

BY _____
Richard E. Koeritz
Director of Finance

REK:gb

SAN FRANCISCO HOUSING AUTHORITY
WAGE SCHEDULE - AS OF OCTOBER 1, 1962

	(*1) WAGE	(*1) SECURITY SAVINGS	(*2) DUES & COPE	(*2) VACATION	HOLIDAY	(*3) TOTAL TAXABLE WAGE
Journeyman	$21.91	$2.00	$ .30	$ .88	$1.14	$26.23
Foreman (1-5 men) (10% over journeyman)	$24.31	$2.00	$ .30	.97	$1.25	$28.83
Foreman (6-9 men)* (12% over journeyman)	$24.78	$2.00	$ .30	.99	$1.28	$29.35
*One shall be a foreman so designated to work with the tools receiving 10% above the journeyman rate of pay.						
Foreman (10-14 men) (14% over journeyman)	$25.26	$2.00	$ .30	$1.00	$1.30	$29.86
Foreman (15-24 men) (16% over journeyman)	$25.75	$2.00	$ .30	$1.02	$1.32	$30.39
General Foreman I, II, III (25-44 men) (25% over journeyman)	$27.90	$2.00	$ .30	$1.10	$1.43	$32.73
General Foreman IV (45 men and over) (35% over journeyman)	$30.29	$2.00	$ .30	$1.19	$1.54	$35.33

FRINGE BENEFITS

Health and Welfare	$3.28
Pension	$3.11
Convalescent	$ .28

(*1) The $2.00 that is allocated to the individual employees Security Savings Account for his disposition and $.30 that is allocated to Dues Check Off and C.O.P.E. is to be remitted with the Monthly Employer Contribution Report.

(*2) The Vacation and Holiday contributions are also to be remitted with the Monthly Employer Contribution Report.

(*3) Employers please note that the total amount from Total Taxable Wages to be remitted with the Monthly Employer Contribution Report will be the aggregate amount derived from the applicable Vacation, Holiday, Security Savings and C.O.P.E. cost items.

ARTICLE VIII

FIFTY POINTS OF JURISDICTION

The recognized jurisdiction of the United Association of Journeymen and Apprentices of the Plumbing and Pipe Fitting Industry of the United States and Canada, as established and recognized by the Building and Construction Trades Department of the American Federation of Labor, referred to in Article I, Section 7, of this agreement, is as follows:

(1) All piping for plumbing, water, waste, floor drains, drain grates, supply, leader, soil pipe, grease traps, sewage and vent lines.

(2) All piping for water filters, water softeners, water meters and the setting of same.

(3) All cold, hot and circulating water lines, piping for house pumps, cellar drainers, ejectors, house tanks, pressure tanks, swimming pools, ornamental pools, display fountains, drinking fountains, aquariums, plumbing fixtures and appliances, and the handling and setting of the above mentioned equipment.

(4) All water services from mains to buildings, including water meters and water meter foundations.

(5) All water mains from whatever source, including branches and fire hydrants, etc.

(6) All down spouts and drainage areas, soil pipe, catch basins, manholes, drains, gravel basins, storm water sewers, septic tanks, cesspools, water storage tanks, etc.

(7) All liquid soap piping, liquid soap tanks, soap valves, and equipment in bath and washrooms, shower stalls, etc.

(8) All bathroom, toilet room and shower room accessories, i.e., as towel racks, paper holders, glass shelves, hooks, mirrors, cabinets, etc.

(9) All lawn sprinkler work, including piping, fittings, and lawn sprinkler heads.

(10) All sheet lead lining for X-ray rooms, fountains, swimming pools or shower stalls, tanks or vats for all purposes and for roof flashings in connection with the pipe fitting industry.

(11) All fire stand pipes, fire pumps, pressure and storage tanks, valves, hose racks, fire hose, cabinets and accessories, and all piping for sprinkler work of every description.

(12) All block tin coils, carbonic gas piping, for soda fountains and bars, etc.

(13) All piping for railing work, and racks of every description, whether screwed or welded.

(14) All piping for pneumatic vacuum cleaning systems of every description.

(15) All piping for hydraulic, vacuum, pneumatic, air, water, steam, oil, or gas, used in connection with railway cars, railway motor cars, and railway locomotives.

(16) All marine piping and all piping used in connection with ship building and ship yards.

(18) The handling, assembling, and erecting, of all economizers, super-heaters, regardless of the mode or method of making joints, hangers, and erection of same.

(19) All internal and external piping on boilers, heaters, tanks and evaporators, water legs, water backs and water grates, boiler compound equipment, etc.

(20) All soot blowers and soot collecting piping systems.

(21) The setting, erecting, and piping, for all smoke consuming and smoke washing and regulating devices.

(22) The setting, erecting and piping of instruments, measuring devices, thermostatic controls, gauge boards, and other controls used in connection with power, heating, refrigerating, air conditioning, manufacturing, mining, and industrial work.

(23) The setting and erecting of all boiler feeders, water heaters, filters, water softeners, purifiers, condensate equipment, pumps, condensers coolers, and all piping for same in power houses, distributing and boosting stations, refrigeration, bottling, distilling, and brewing plants, heating, ventilating and air-conditioning systems.

(24) All piping for artificial gases, natural gases, and holders and equipment for same, chemicals, minerals and by-products and refining of same, for any and all purposes.

(25) The setting and erecting of all underfeed stokers, fuel burners, and piping, including gas, oil, power fuel, hot and cold air piping, and all accessories and parts of burners and stokers, etc.

(26) All ash collecting and conveyor piping systems, including all air washing and dust collecting piping and equipment, accessories and appurtenances and regulating devices, etc.

(27) The setting and erection of all oil heaters, oil coolers, storage and distribution tanks, transfer pumps, and mixing devices, and piping thereto of every description.

(28) The setting, erecting and piping of all cooling units, pumps, reclaiming systems, and appurtenances in connection with transformers and piping to switches of every description.

(29) All fire extinguishing systems, and piping, whether by water, steam, gas, or chemical, fire alarm piping, and control tubing, etc.

(30) All piping for sterilizing, chemical treatment, deodorizing, and all cleaning systems of every description, and laundries for all purposes.

(31) All piping for oil, or gasoline tanks, gravity and pressure lubricating and greasing systems, air and hydraulic lifts, etc.

(32) All piping for power, or heating purposes, either by water, air, steam, gas, oil, chemicals, or any other method.

(33) All piping, setting and hanging of all units and fixtures for air-conditioning, cooling, heating, roof cooling, refrigerating, ice making, humidifying, dehumidifying, dehydrating, by any method, and the charging and testing, servicing of all work after completion.

(34) All pneumatic tube work, and all piping for carrying systems by vacuum, compressed air, steam, water, or any other method.

(35) All piping to stoves, fire grates, blast and heating furnaces, ovens, driers, heaters, oil burners, stokers, and boilers and cooking utensils, etc. of every description.

underground supply lines to cooling wells, suction basins, filter basins, settling basins, and aeration basins.

(37) All process piping for refining, manufacturing, industrial, and shipping purposes of every character and description.

(38) All air piping of every description.

(39) All temporary piping of every description in connection with building and construction work, excavating and underground construction.

(40) The laying out and cutting of all holes, chases and channels, the setting and erection of bolts, inserts, stands, brackets, supports, sleeves, thimbles, hangers, conduit and boxes, used in connection with pipe fitting industry.

(41) The handling and setting of boilers, setting of fronts, setting of soot blowers, and attaching of all boiler trimmings.

(42) All pipe transportation lines for gas, oil, gasoline, fluids and liquids, water aqueducts, and water lines, and booster stations of every description.

(43) All acetylene and arc welding, brazing, lead burning, soldered and wiped joints, caulked joints, expanded joints, rolled joints, or any other mode or method of making joints in connection with the pipe fitting industry.

(44) Laying out, cutting, bending and fabricating of all pipe work of every description, by whatever mode or method.

(45) All methods of stress relieving of all pipe joints made by every mode or method.

(46) The assembling and erecting of tanks, used for mechanical, manufacturing, or industrial purposes, to be assembled with bolts, packed, or welded joints.

(47) The handling and using of all tools and ~~equipment~~ that may be necessary for the erection and installation of all work and materials used in the pipe fitting industry.

(48) The operation, maintenance, repairing, servicing and dismantling of all work installed by journeymen members of the United Association.

(49) All piping for cataracts, cascades (i.e., artificial water falls), make-up water fountain, captured waters, water towers, cooling towers, and spray ponds, used for industrial, manufacturing, commercial, or for any other purposes.

(50) Piping herein specified means pipe made from metals, tile, glass, rubber, plastics, wood or any other kind of material, or product manufactured into pipe usable in the pipe fitting industry, regardless of size or shapes.

In addition to the foregoing defined "50 Points" the jurisdiction shall extend to substitute products or new technology relating to any of the products or functions listed in the "50 Points", including but not limited to pre-fabricated installations, Nuclear Power Plants, combination equipment designed to fulfill multiple functions including any of the functions or materials listed in the "50 Points" of jurisdiction, sewers, including main and lateral lines, control systems designed to regulate or test any of the materials or products above defined or to control the movement of substances or gases in and through pipes, and all work incidental to the installation, repair or maintenance to same.

BAYVIEW-HUNTERS POINT MODEL NEIGHBORHOOD AGENCY

MEMORANDUM OF AGREEMENT

11-25-70 APPENDIX B

This Memorandum of Agreement is entered into this 25th day of November, 1970, by and between the following parties:

ASSOCIATED GENERAL CONTRACTORS OF CALIFORNIA, INC. and the various associations of subcontractors or specialty contractors which are signatory hereto (hereinafter referred to severally and collectively as the "Employer" or "Contractor");

SAN FRANCISCO BUILDING AND CONSTRUCTION TRADES COUNCIL, AFL-CIO (hereinafter called"Council"); and such individual Unions which are signatory hereto (hereinafter referred to individually as the "Union");

BAYVIEW-HUNTERS POINT MODEL NEIGHBORHOOD AGENCY, hereinafter sometimes referred to as the "Model Neighborhood Agency".

1. Purposes and Policies

It is the purpose of this Agreement to establish an affirmative action program so as to (a) enhance employment opportunities for residents within the Bayview Model Cities Area with respect to "covered work" as defined herein; (b) increase long-range employment opportunities for such persons on construction work throughout the City and County of San Francisco through entry into the apprentice and journeymen classifications of the respective unions; and (c) thereby to secure greater minority group representation into the skilled trades of the building industry of San Francisco.

2. Covered Work

The term "covered work" as used herein shall mean all erection, construction, enlargement, alteration, repair, movings, improving, removal,

correction or demolition of any building or structure including site improvements, streets, utilities and landscaping all within the Bayview-Hunters Point Model Cities Area involving the use of governmental funds in whole or in part, directly or indirectly, provided that this Agreement shall not apply to maintenance work, nor to highway construction unless otherwise agreed to by the parties in writing.

3. Administrative Committee

There shall be an Administrative Committee composed of two (2) representatives selected by the Council; two (2) representatives selected by the Employers: and two (2) representatives selected by the Model Neighborhood Agency. The Mayor of the City and County of San Francisco, the Human Rights Commission, the Bureau of Apprenticeship Training, the State Division of Apprenticeship Standards and the Apprenticeship Opportunity Foundation shall each be invited to designate one (1) representative as observer without vote. Action by the Administrative Committee shall require the vote of at least five (5) members. It shall be the function of the Administrative Committee to supervise the implementation of this Agree-

4. Evaluation Committee

There shall be an Evaluation Committee consisting of one representative selected by the Unions, one by the Employers, and one by the Model Neighborhood Agency. The Mayor of the City and County of San Francisco, and the Human Rights Commission shall each be invited to designate one representative as an observer without vote. The composition of the

Evaluation Committee shall change with the kind of work under evaluation in that: (a) the Union Representative to the Evaluation Committee shall be appointed by the Union, (b) the Employer Member shall be appointed by the contractor association or associations which have bargaining relationships with such Unions (e.g. Associated General Contractors, Electrical Contractors Association, Plumbing Contractors Association, etc.) and (c) the Model Neighborhood Agency shall not be required to change its representative depending upon the craft under evaluation, but it shall make reasonable effort to designate a representative having knowledge of the work to be evaluated. In each case an alternative representative may be appointed. It shall be the function of the Evaluation Committee to develop and recommend programs for implementation of this Agreement as it pertains to particular crafts and to conduct evaluations as provided herein.

5. Employment on Covered Work

a. Goal. The parties hereto will use their best efforts, subject to the provisions hereof, to assure that no less than 50% of the work force in each craft used to perform the "covered work" as defined herein will be recruited from among residents of the Model Cities Project Area. To quality as a "resident" of the Model Cities Project Area, a person must reside within that area at the time of his application for employment and for at least one year prior to that date.

b. Journeymen. Residents of the Model Cities Project Area who are determined by the appropriate Evaluation Committee to be fully qualified journeymen in construction trades classifications shall be employed on covered work with the wages, fringe benefits, and working conditions speci-

fied in the applicable collective bargaining agreement for journeymen. Such persons shall be recommended for acceptance to union membership in their respective crafts pursuant to admission requirements of each union.

C. Apprentices.

(1) Residents of the Model Cities Project Area who are not found to be fully qualified journeymen, but who have prior construction work experience, shall be eligible for indenture in the applicable craft's apprentice program upon the recommendation of the appropriate Evaluation Committee. The Evaluation Committee shall evaluate the skills and training of such persons and shall recommend to the applicable Joint Apprenticeship Committee the level of apprenticeship at which such persons should be indentured. Final decision on indenture and apprenticeship level shall be made by the applicable apprenticeship committee. Such persons shall be eligible for employment on work covered by the applicable collective bargaining agreement and shall receive the wages and fringe benefits and working conditions provided for in such agreement for apprentices at the level in which they are indentured.

(2) Residents of the Model Cities Project Area who have no prior construction work experience but who meet the requirements for apprenticeship in the craft of their choice shall be eligible for indenture in the apprentice program of such craft and shall be eligible for employment on work covered by the collective bargaining agreement in accordance with the rules contained in such agreement.

(3) Residents of the Model Cities Project Area who are unable to meet the requirements for apprenticeship in the craft of their choice shall

be eligible for pre-apprenticeship training through the Apprenticeship Opportunities Foundation.

(4) Persons who are accepted for indenture in the various apprenticeship programs shall be eligible for union membership in accordance with rules uniformly applied with respect to membership by apprentices.

(5) There shall be employed on covered work a ratio of apprentices to journeymen no less than the maximum permissible ratio established in the collective bargaining agreement or joint apprenticeship agreement for the applicable craft.

(6) Long-Range Employment. Persons who qualify as apprentices or journeymen under the principles set forth in this Agreement and who perform satisfactorily on covered work shall be eligible for employment throughout the City and County of San Francisco in accordance with the applicable collective bargaining agreements and apprenticeship rules of the respective Unions.

(7) Minority Employment. Parties hereto shall cooperate in using their best efforts to recruit from among minority groups within the Model Cities Area for entry into the apprenticeship and journeyman classifications of the respective crafts in accordance with this Agreement.

(8) Term of Agreement. This Agreement shall continue in full force and effect for the duration of the Bayview-Hunters Point Model Cities Project, but in no event for a period extending beyond five (5) years from the date hereof. This Agreement shall be automatically renewed from year to year after said term, unless any party shall give written notice to the other

SPECIAL CONDITIONS

parties of a desire to renegotiate or terminate this Agreement not less than ninety (90) days nor more than one hundred twenty (120) days prior to the original termination date of this Agreement or any renewal period thereof, provided that this Agreement shall not be in force as to any union signatory hereto during any period in which such union is on strike.

(9) The operation of the Evaluation Committees shall be subject to review each sixty (60) days and, in the event of problems, any party may call for a meeting to renegotiate the provisions of this Agreement which apply to the employment of apprentices as enumerated in 5.c.(1).

of the outstanding issues. Mr. Williams introduced Milton Reiterman, Chief Labor Negotiator, and Otis McGee, counsel representing the Authority on this matter.

Mr. Reiterman addressed the Commission outlining the areas where agreement has not been reached. Mr. McGee followed with a brief analysis of the resolution before the Commission and stated that he would clarify any aspects of the resolution if any of the Commissioners had questions. President Cook called on the representative from Local 38, Mr. Joe Mazzola. Mr. Mazzola discussed in great detail the areas of concern from the standpoint of Local 38. Mr. Garchick, counsel for Local 38, expanded further on the issues and questioned some of the items in the resolution.

After further discussions, Commissioner Fussell moved to accept Resolution No. 2508, and Commissioner Chuck seconded the motion. Commissioner Fussell called for a roll call vote of the Commission to make sure that the record adequately reflects the vote of the Commission.

The Secretary called on the Commissioners who voted as follows:

Preston Cook	Aye
Betty Brooks	Aye
Joan Byrnes San Jule	Aye
Beatrice Patterson	Aye
Elouise Westbrook	Aye
James Fussell, Jr.	Aye
Reverend Harry Chuck	Aye

Resolution No. 2508 was UNANIMOUSLY ACCEPTED.

4. ADJOURNMENT:

There being no further business to discuss the meeting of January 28, 1983 was adjourned at 10:35 a.m.

PRESTON COOK
President

CARL L. WILLIAMS
Secretary/Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

Dianne Feinstein, *Mayor*
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James Fussell, Jr.
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

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February 4, 1983

PUBLIC NOTICE

The regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held at 9:30 a.m., Thursday, February 10, 1983 at 440 Turk Street, San Francisco, California.

Carl L. Williams

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REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY
COMMISSION WILL BE HELD ON THURSDAY, February 10, 1983
9:30 A.M. 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

T E N T A T I V E A G E N D A

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1. ROLL CALL:

   Preston Cook, President
   Betty Brooks, Vice President
   Joan Byrnes San Jule, Commissioner
   Beatrice Patterson, Commissioner
   Elouise Westbrook, Commissioner
   James G. Fussell, Jr., Commissioner
   Reverend Harry Chuck, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:
   Regular Meeting of January 27, 1983
   Special Meeting of January 28, 1983

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

    (a) Resolution - Authorizing Travel to Long Beach, California on February 24-25, 1983 to Attend the "Operations Auditing for Managers" Workshop.

    (b) Resolution - Resolution Commending Mr. Bob Reece of the San Francisco Redevelopment Agency on the Occasion of His Retirement.

    (c) Resolution - Resolution Authorizing the Executive Director to Award Vacant or Fire Damaged Apartment Repair Contracts.

    (d) Report on the Financial Management of the San Francisco Public Housing Tenants Association.

Carl L. Williams
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Regular Meeting Held: Minutes
February 10, 1983

440 Turk Street
San Francisco, CA

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California, on Thursday, February 10, 1983 at 9:30 a.m.

1. ROLL CALL:

The meeting was called to order by President Cook at 9:40 a.m.

Roll Call found the following members to be:

PRESENT: Preston Cook, President
Betty Brooks, Vice President
Joan Byrnes San Jule, Commissioner
Beatrice Patterson, Commissioner
Elouise Westbrook, Commissioner
Reverend Harry Chuck, Commissioner

ABSENT: James G. Fussell, Jr., Commissioner

A quorum was present.

ALSO PRESENT: Carl L. Williams, Secretary/Executive Director

2. VISITORS:

Christine Neal, PHTA
Bertha Henlsey
Patricia Accool, Potrero Hill
Jimmie Mumphery, Hunters View
George Lee, PHTA
Lawanna Potts, PHTA

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3. APPROVAL OF AGENDA:

It was moved by Commissioner San Jule and seconded by Commissioner Westbrook to approve the agenda of February 10, 1983. The agenda of February 10, 1983 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Westbrook moved to approve the minutes of the regular meeting of January 27, 1983 and the special meeting of January 28, 1983 and Vice President Brooks seconded the motion. The minutes of the meetings of January 27, 1983 and January 28, 1983 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None

6. REPORT OF SECRETARY:

Secretary Carl L. Williams reported that staff has produced an additional form with respect to the vacancy program. This is a summary report showing the vacancies by project areas.

7. COMMITTEE REPORT:

Commissioner San Jule, Chairman of the Site and Design Committee, read a report from the Committee regarding a visit to Sunnydale by Committee members San Jule and Chuck to inspect the turnover and rehabilitation and clean up of the vacant units. They were accompanied by some Authority staff and several tenants of Sunnydale. The overall impression of the Committee is that one department in the Authority did not know what the other department was doing. There was a lack of coordination of both information and services. The Committee plans to return to Sunnydale in one month to see what progress is being made. Commissioner San Jule clarified that this is a problem not just in Sunnydale but is an overall management problem.

8. REPORT OF COUNSEL:

Counsel was absent but the Legal Action Summary had been distributed to the Commission. President Cook asked if there were any questions.

9. TENANT REPRESENTATIVE REPORT:

Paulette Faison, President of PHTA, announced that instead of their regular Wednesday meeting, PHTA would be having a meeting, Saturday, February 12, 1:00 p.m. at North Beach. This will enable some of the tenants who are employed to attend.

A discussion followed between the Commissioners and members of PHTA regarding the frequency of PHTA meetings, office hours and staffing of the PHTA office. Mr. Williams stated that some of these items would be more appropriately discussed under New Business, Report on the Financial Management of PHTA.

10. UNFINISHED BUSINESS:

None

RESOLUTION AUTHORIZING TRAVEL TO LONG BEACH CALIFORNIA
TO ATTEND A WORKSHOP FOR IMPROVING
OPERATIONAL AUDITING PERFORMANCE

* *

WHEREAS, The Finance Department of the San Francisco Housing Authority is charged with the responsibility of conducting internal audits for compliance on internal control and procedures; and

WHEREAS, the efficiency and effectiveness in administrating the Internal Audit Program requires staff to utilize specific skills and techniques to analyze operational activities, assess the reliability of management controls and determine the actual accomplishment of program controls and objectives; and

WHEREAS, the Center for Public Policy and Administration at California State University, Long Beach will be offering a workshop in "Operations Auditing for Managers - Effective Review Techniques for Improving Operational Performance", on February 24 and 25.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Internal Auditor of the Finance Department is authorized to attend the Operations Auditing for Managers Workshop in Long Beach, California on February 24 and 25,

2. The Executive Director is authorized to execute whatever documents are needed in connection with said travel and,

3. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

_____
CONNIE M. PERRY
Legal Counsel

DATE: _____

Mr. Williams stated that from time to time we do send staff to training programs. Mr. John Williams, Internal Auditor of the Housing Authority, to attend a seminar [illegible] and this would be a good way for him to get [illegible] training.

Commissioner Westbrook moved to adopt [illegible]
seconded the [illegible]

(b) RESOLUTION NO. 2510

RESOLUTION COMMENDING MR. BOB REECE OF THE SAN FRANCISCO REDEVELOPMENT AGENCY ON THE OCCASION OF HIS RETIREMENT AS DEPUTY AREA DIRECTOR FOR THE WESTERN ADDITION REDEVELOPMENT PROJECT A-2

* *

WHEREAS, Mr. Bob Reece, Deputy Area Director for the Western Addition Redevelopment Project A-2 has been employed by the San Francisco Redevelopment Agency for 21 years; and

WHEREAS, Mr. Reece has retired on January 18, 1983; and

WHEREAS, Mr. Reece in his tenure with the Redevelopment Agency has worked closely with the San Francisco Housing Authority Development staff for many years in the implementation of Public Housing Programs; and

WHEREAS, he shared in the frustrations and disappointments of referenced development programs, it never affected his level of cooperation and willingness to push forward; and

WHEREAS, his conscientiousness toward his work, particularly as related to inter-agency matters, was exemplary;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That this Commission extend to Mr. Bob Reece its commendation for his good work and cooperation shown to the San Francisco Housing Authority.

2. That this Commission is thankful for the support Mr. Reece has always shown for the Public Housing Development Programs.

3. That this Commission extends its best wishes for a happy retirement.

/s/ Preston Cook	/s/ Betty Brooks
Preston Cook, President	Betty Brooks, Vice President
/s/ Joan Byrnes San Jule	/s/ Beatrice Patterson
Joan Byrnes San Jule	Beatrice Patterson
/s/ Elouise Westbrook	/s/ James Fussell, Jr.
Elouise Westbrook	James Fussell, Jr.
/s/ Reverend Harry Chuck	/s/ Carl L. Williams
Reverend Harry Chuck	Carl L. Williams, Secretary/ Executive Director

Mr. Williams informed the Commission that Mr. Reece was not able to be here because he was out of town. Mr. Reece of the Redevelopment Agency has worked with the Authority for a number of years in trying to move some of our programs, particularly in the Western Addition. He is being commended by a number of agencies and it would be fitting that the Commission express its appreciation for the work he has done. There is a retirement party that the Redevelopment Agency is putting on for Mr. Reece and this resolution would be presented to him at that time.

Commissioner Westbrook moved to accept Resolution No. 2510 and Commissioner Patterson seconded the motion. Resolution No. 2510 was UNANIMOUSLY ACCEPTED.

Commissioner Westbrook stated that she felt it was important to also issue commendations and expressions of appreciation to those tenants who are good tenants and doing good work.

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO AWARD
VACANT OR FIRE DAMAGED APARTMENT REPAIR CONTRACTS

* *

WHEREAS, the Housing Authority of the City and County of San Francisco has established the goal of reducing the number of vacant Authority apartments; and

WHEREAS, the public bidding of selected vacant or fire damage repairs to private contractors would help in reducing the back log of apartments normally repaired by Authority maintenance staff; and

WHEREAS, the Operating Budget as approved annually by the Commission contains funds allocated for the purpose of repairing vacant and fire damaged units; and

WHEREAS, formal individual Commission awards of vacant or fire damaged apartment repair contracts might result in delays in proceeding with the repairs of the units;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

I. That the Executive Director is authorized to award contracts for the repair and rehabilitation of vacant, vandalized or fire damaged dwelling units on behalf of the Housing Authority of the City and County of San Francisco.

II. That such contracts shall be within the authorized budget allocation.

III. That this Resolution becomes effective immediately.

APPROVED AS TO FORM:

Connie M. Perry
Connie M. Perry, Legal Counsel

Dated: 2/9/83

Mr. Williams stated that there are a number of areas where it would be cost effective as well as more expeditious to contract out the repair of vacant units. This resolution seeks authorization from the Commission to give to the Executive Director the authority to enter into those contracts. These contracts will also provide the opportunity for minority contractors who are not able to be competitive in some of the larger jobs that are put to bid.

President Cook requested further that the Commission be informed when these contracts are awarded and to have some type of progress report so that the Commission can see the cost effectiveness of this program.

Commissioner San Jule moved to accept Resolution No. 2511 and Commissioner Westbrook seconded the motion. Resolution No. 2511 was UNANIMOUSLY ACCEPTED.

(d) Report on the Financial Management of the San Francisco Public Housing Tenants Association.

Mr. Williams provided some background with reference to the status of the PHTA audit. What has been provided to the Commission in the report is the best information available at this time. There are still some missing elements that need to be pinned down.

Commissioner Westbrook motioned to refer the Report on the Financial Management of the San Francisco Public Housing Tenants Association to the Finance Committee. Vice-President Brooks seconded the motion. The motion was UNANIMOUSLY APPROVED.

President Cook instructed staff that until this matter is cleared up, no more money will be given to PHTA without a voucher. Mr. Williams clarified this to mean that any expenditures for staff and other bills that PHTA has will be made available so that PHTA can continue to operate, but that the Authority will be writing the checks.

There were some further discussions regarding this matter. President Cook requested staff to set up a meeting of the Finance Committee as soon as possible, at a time convenient for everyone, and that this matter will be reviewed at that time.

(e) Visitors - There were no tenants who filled out cards wishing to address the Commission. President Cook called on members of the audience who wished to address the Commission regarding their concerns.

12. ADJOURNMENT:

There being no further business to discuss, the meeting of February 10, 1983 was adjourned at 10:55 a.m.

PRESTON COOK
President

CARL L. WILLIAMS
Secretary/Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

Dianne Feinstein, *Mayor*
Preston Cook, *President*
Betty Brooks, *Vice President*
Joan Byrnes San Jule
Beatrice Patterson
Elouise Westbrook
James Fussell, Jr.
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

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February 18, 1983

PUBLIC NOTICE

The regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held at 9:30 A.M., Thursday, February 24, 1983 at 440 Turk Street, San Francisco, California.

Barney Deasy
Acting Executive Director

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REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY
COMMISSION WILL BE HELD ON THURSDAY, February 24, 1983
9:30 A.M. 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

T E N T A T I V E A G E N D A

* * * * * * * * * * * * * * * * *

1. ROLL CALL:

   Preston Cook, President
   Betty Brooks, Vice President
   Joan Byrnes San Jule, Commissioner
   Beatrice Patterson, Commissioner
   Elouise Westbrook, Commissioner
   James G. Fussell, Jr., Commissioner
   Reverend Harry Chuck, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

    Report concerning the vacant Unit Program.

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Barney Deasy
Acting Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held:
February 24, 1983

440 Turk Street
San Francisco, CA

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, February 24, 1983 at 9:30 a.m.

1. ROLL CALL:

The meeting was called to order by President Cook at 9:40 a.m.

Roll call found the following members to be:

PRESENT: Preston Cook, President
Betty Brooks, Vice President
Beatrice Patterson, Commissioner
Elouise Westbrook, Commissioner
Reverend Harry Chuck, Commissioner (arrived at 9:45)

ABSENT: Joan Byrnes San Jule, Commissioner
James G. Fussell, Jr., Commissioner

A quorum was present.

ALSO PRESENT: Bernard T. Deasy, Acting Executive Director
Connie M. Perry, Legal Counsel

2. VISITORS:

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Mrs. Thomas, PHTA
Christine Neal, PHTA
Frankie M. Gates, Sunnydale
Cleola Richardson, Westside Courts
Melvina Powell, Westside Courts
Roxie McCormick, Sunnydale
Bertha Henlsey, Potrero Hill
Patricia Accool, Potrero Hill
Maybelline Hubbard, Potrero Hill

3. APPROVAL OF AGENDA:

It was moved by Commissioner Westbrook and seconded by Vice President Brooks to approve the agenda of February 24, 1983. The agenda of February 24, 1983 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Westbrook moved to approve the minutes of the regular meeting of February 10, 1983 and Vice President Brooks seconded the motion. The minutes of February 10, 1983 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None

6. REPORT OF SECRETARY:

None

7. COMMITTEE REPORT:

President Cook reported that there was a Finance Committee meeting on Thursday, February 17. Since the chairman of that committee, Commissioner Fussell, is absent at this meeting, the Finance Committee Report will be held over until the next Commission meeting.

8. REPORT OF COUNSEL:

None

9. TENANT REPRESENTATIVE REPORT:

As requested by Commissioner Westbrook at the last Commission meeting, Paulette Faison, President of PHTA, reported on the positive things the Authority is doing--the new washing machines are being installed in Westside Courts and the painting is looking good in Sunnydale. Ms. Faison requested that the Authority look into the lighting system in the city. Different areas have reported that the lights are on during the day and are off during the night. She also stated that some tenants do not understand the change in HUD guidelines with respect to their rent calculation and asked for clarification. A discussion followed regarding the food give away program and the Food Bank.

President Cook introduced the newly elected officers of the Senior Citizen Citywide Council and asked them to stand upon being introduced:

Mrs. Ruth Brill, President
Mrs. Cora Menafee, Vice President
Mrs. Marjorie Thomas, Secretary
Mr. Raymond Hackett, Treasurer (absent)
Mrs. Ursula Anderson, Officer at Large

President Cook asked if Mrs. Brill would like to make a report at this time to the Commission. Mrs. Brill did not have a report at this time. She expressed her appreciation to the Commission for their installation of officers program. She stated that it was very attractive and impressive. The audience and the Commission applauded the newly elected officers.

10. UNFINISHED BUSINESS:

None

11. NEW BUSINESS:

(a) Report Concerning the Vacant Unit Program - Mr. Deasy went over the Summary Report concerning the vacant unit program which had been prepared by staff. He pointed out that in the two weeks, from the end of January to the middle of February, there has been a 32-unit reduction in the number of vacant units. He stated that progress is now being made. The vacant unit operation is in high gear; materials are in; workers are on the job and the rentals process has been streamlined. In addition, about 60 units in Hunters Point on the modernization program will be taken back. At this pace, the Authority will exceed the Mayor's goals. The continual emphasis will be that this program is top priority.

(b) Cable TV - President Cook brought up the matter of cable television. He noted that only two Housing Authority buildings have cable: North Beach and Ping Yuen. He looked into the matter and learned that the residents of the building have to get together and ask for it. In order to get cable television in the building, they require 50-55% participation of the residents. President Cook felt that this would be a good project for PHTA and the Senior Citizens Citywide Council. If enough tenants want cable television, they will have to organize to get it.

(c) Visitors - President Cook called on those visitors who filled out cards requesting to address the Commission:

Frankie M. Gates, Sunnydale, expressed her appreciation to those who worked on the stove and refrigerator policy. She also stated that she would like to have the garbage cans back.

Roxie McCormick, Sunnydale, strongly supported keeping the garbage bins, stating that the best thing that has happened to Sunnydale is the garbage bins. The only thing that is needed is more of them. She also requested new curtains and new drapes for their community center. Mrs. McCormick questioned the figures on the Summary Report regarding the vacancies in Sunnydale. She plans to survey the area again and give the figures to President Cook so that a comparison can be made.

President Cook called on members of the audience who wished to address the Commission regarding their concerns.

12. ADJOURNMENT:

There being no further business to come before the Commission, President Cook adjourned the meeting in memory of the 7-year old grandson of Frances Williams, Tiggey Clay, who was recently hit by an automobile and killed. Ms. Williams is a tenant and an employee of the Authority. The meeting of February 24, 1983 was adjourned at 10:35 a.m.

_____
PRESTON COOK, President

_____
BERNARD T. DEASY
Acting Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

Dianne Feinstein, *Mayor*
Preston Cook, *President*
Betty Brooks, *Vice President*
Joan Byrnes San Jule
Beatrice Patterson
Elouise Westbrook
James Fussell, Jr.
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

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March 2, 1983

PUBLIC NOTICE

The regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held at 9:30 A.M., Thursday, March 10, 1983 at 440 Turk Street, San Francisco, California.

Carl L. Williams
Secretary/Executive Director

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REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY
COMMISSION WILL BE HELD ON THURSDAY, March 10, 1983
9:30 A.M. 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

T E N T A T I V E A G E N D A

* * * * * * * * * * * * * * * * *

1. ROLL CALL:

   Preston Cook, President
   Betty Brooks, Vice President
   Joan Byrnes San Jule, Commissioner
   Beatrice Patterson, Commissioner
   Elouise Westbrook, Commissioner
   James G. Fussell, Jr., Commissioner
   Reverend Harry Chuck, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

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5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

   (a) Resolution - Resolution Authorizing Travel of Assistant Manager to Los Angeles, California for Public Housing Manager Certification Test.

   (b) Report of Minority and Area Resident Earnings for the Months of December, 1982 and January, 1983.

Carl L. Williams
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held:
March 10, 1983

440 Turk Street
San Francisco, CA

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California, on Thursday, March 10, 1983 at 9:30 a.m.

1. ROLL CALL:

The meeting was called to order by President Cook at 9:40 a.m.

Roll Call found the following members to be:

PRESENT: Preston Cook, President
Betty Brooks, Vice President
Joan Byrnes San Jule, Commissioner (arrived 9:50)
Beatrice Patterson, Commissioner
Elouise Westbrook, Commissioner
James G. Fussell, Jr., Commissioner

ABSENT: Reverend Harry Chuck, Commissioner

A quorum was present.

ALSO PRESENT: Carl L. Williams, Executive Director
Connie M. Perry, Legal Counsel

2. VISITORS:

Louise Ya, Ping Yuen
Fred Hubbard, Western Addition
Mattie Donalds, Westside
Annie May Rose, Sunnydale
Claudia Iseman
Eileen Walsh
Eva Mae Williams, Plaza West
Ursula Anderson, Senior Citizen City-Wide Council
Christine Neal, PHTA
Mrs. Thomas, PHTA
Mary Ridout, Alice Griffith
Melvina Powell, Westside Courts
Maybelline Hubbard, Potrero Hill

3. APPROVAL OF AGENDA:

It was moved by Vice President Brooks and seconded by Commissioner Westbrook to approve the agenda of March 10, 1983. The agenda of March 10, 1983 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Vice President Brooks moved to approve the minutes of the regular meeting of February 24, 1983 and Commissioner Westbrook seconded the motion. The minutes of February 24, 1983 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Mr. Williams called attention to a letter that had been put before the Commission regarding a request that consideration be given to the Western Addition Senior Citizen Center to operate a senior citizen center in the soon to be completed Rosa Parks Senior Apartments. Mr. Williams informed the Commission that a meeting has been scheduled with the executive director of the Center and some of his people to talk about that proposal. The meeting is scheduled for next week. Mr. Williams will be getting back to the Commission with recommendations, if any.

6. REPORT OF SECRETARY:

Secretary Carl L. Williams reported on the following matters:

(a) Mr. Williams introduced Mr. Tim Washington who was recently hired to fill the position of Chief of Rehabiliation Branch. He will be responsible for coordinating staff activities on the repair of vacant units.

(b) On March 1983 bids were received for the conversion of ten vacant heavily vandalized units in Sunnydale. These units are going to be converted from one bedroom units to two and three bedroom apartments. The low bidder was Leon Carlen Construction Company who has done work for the Authority in the past. This is the first of the contractors to come in under the authorization given to the Executive Director a month ago to do this type of activity.

(c) The interviews for the resident assistants have been completed. Over 50 residents were interviewed and final selection will be made next week.

7. COMMITTEE REPORT:

None

8. REPORT OF COUNSEL:

Connie M. Perry, Legal Counsel, stated that a copy of the eviction summary was distributed earlier and asked if there were any questions.

9. TENANT REPRESENTATIVE REPORT:

President Cook asked if there was anyone present from PHTA who would like to give a report. There was no response. Commissioner Westbrook stated that she expects a PHTA report at every Commission meeting. If the president is not able to attend, then the president should appoint someone else to give the report.

Mrs. Neal reported that there was a meeting of the Alice Griffith Tenants Association, Monday, March 7. At present, they are meeting at a church outside of Alice Griffith. She asked if a facility within Alice Griffith could be made available for a meeting room. Staff will be looking into the matter.

Mrs. Brill, President of Senior Citizen Citywide Council reported on the following matters: The vice-president, Cora Menafee, was absent at the last Commission meeting. Mrs. Brill introduced Mrs. Menafee and asked her to stand and say a few words. The officers of the Council took a bus ride to Sacramento to show support for the permanent absentee legislation. This is a very important bill for seniors because many of themcannot get out. The bus ride provided the officers the opportunity to get better acquainted. She feels that they will work well together. Mrs. Brill concluded her report stating that this is her second time at a Commission meeting and she enjoys very much the give and take that goes on.

10. UNFINISHED BUSINESS:

a) Vacancy Report - President Cook asked for the update on the vacancy status report.

b) Cable Television - President Cook showed the map of where cable television is and where it could be. Half of the units in public housing could have cable television. At present, only two projects have cable.

11. NEW BUSINESS

(a) RESOLUTION NO. 2512

RESOLUTION AUTHORIZING TRAVEL OF ASSISTANT MANAGER TO LOS ANGELES, CALIFORNIA FOR PUBLIC HOUSING MANAGER CERTIFICATION TEST

* *

WHEREAS, the test for Public Housing Manager Certification is being held in Los Angeles, California on March 18, 1983;

WHEREAS, it is a requirement that housing managers obtain PHM Certification in accordance with HUD guidelines; and

WHEREAS, such a test will not be given in Northern California in 1983;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. SFHA's Assistant Manager, Ms. Ernestine Benitez is authorized to travel to Los Angeles, California on March 18, 1983 to take the PHM Certification Test;

2. The Executive Director is authorized to execute whatever documents are needed in connection with said travel; and

3. This resolution shall take effect immediately.

APPROVED AS TO FORM:

_____

Connie M. Perry, Legal Counsel

DATED_____

Mr. Williams stated that this is the last time the Public Housing Manager Certification examination will be given within the time frame that Ms. Benitez, assistant manager, has to pass the exam. It will be in the interest of the Authority to defer Ms. Benitez' expenses so that she can go to Los Angeles to take the examination.

Commissioner Westbrook moved to accept Resolution No. 2512 and Vice President Brooks seconded the motion. Resolution No. 2512 was UNANIMOUSLY ACCEPTED.

(b) REPORT ON MINORITY AND AREA RESIDENT EARNINGS:

Mr. Williams introduced Nate Mason, Affirmative Action Officer, who compiled a Report on Minority and Area Resident Earnings of Authority Contractors.

Mr. Mason went over the report with the Commission and answered the questions and concerns raised by the Commissioners. Commissioner Fussell requested a comprehensive summary sheet showing total number of jobs, percentage of non residents and residents, number of contractors, number of male and female, amount of money, etc. If these figures were all on one page, then the Commissioners could study, review and monitor the affirmative action activities of the Authority. The Commission commended Mr. Mason on his report.

(c) Visitors - President Cook called on the following visitors who filled out cards:

Fred Hubbard, Western Addition Senior Citizen Service Center, addressed the Commission regarding a senior center in the Rosa Parks Senior Apartments.

Louise Ya, Ping Yuen, complained of a water leak in her bathroom Staff will be looking into the matter.

President Cook was handed a letter from the Sunnydale Tenants Association requesting a new stove, paint and drapes for their auditorium. President Cook recommended that the Finance Committee look into this matter. The Finance Committee needs to set up an overall policy for handling requests for funds from the various tenant organizations.

12. ADJOURNMENT:

There being no further business to discuss, the meeting of March 10, 1983 adjourned at 10:45 a.m.

_____
PRESTON COOK, President

_____
CARL L. WILLIAMS
Secretary/Executive Director

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SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

Dianne Feinstein, *Mayor*
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Betty Brooks, *Vice President*
Joan Byrnes San Jule
Beatrice Patterson
Elouise Westbrook
James Fussell, Jr.
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

March 17, 1983

PUBLIC NOTICE

The regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held at 9:30 A.M., Thursday, March 24, 1983 at 440 Turk Street, San Francisco California.

Carl L. Williams
Secretary/Executive Director

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REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY
COMMISSION WILL BE HELD ON THURSDAY, March 24, 1983
9:30 A.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

T E N T A T I V E A G E N D A

* * * * * * * * * * * * * * * * *

1. ROLL CALL:

   Preston Cook, President
   Betty Brooks, Vice President
   Joan Byrnes San Jule, Commissioner
   Beatrice Patterson, Commissioner
   Elouise Westbrook, Commissioner
   James G. Fussell, Jr., Commissioner
   Reverend Harry Chuck, Commissioner

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2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

   (a) Resolution - Authorization for Director of Special Programs to Travel to Albuquerque, New Mexico to attend the Western Gerontological Society's Annual Meeting.

   (b) Resolution - Resolution of Commendation for Edythe C. Morris Upon Her Retirement from the Housing Authority of the City and County of San Francisco

   (c) Resolution - Resolution Authorizing the Leasing of 1819 Egbert Street for Storage of Surplus Fleet Cars.

Carl L. Williams
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held:
March 24, 1983

440 Turk Street
San Francisco, CA

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California, on Thursday, March 24, 1983 at 9:30 a.m.

1. ROLL CALL:

The meeting was called to order by President Cook at 9:40 a.m.

Roll call found the following members to be:

PRESENT: Preston Cook, President
Betty Brooks, Vice President
Joan M. San Jule, Commissioner
Beatrice Patterson, Commissioner
Elouise Westbrook, Commissioner
James G. Fussell, Jr., Commissioner
Reverend Harry Chuck, Commissioner

A quorum was present.

ALSO PRESENT: Carl L. Williams, Executive Director
Connie M. Perry, Legal Counsel

2. VISITORS:

Christine Neal, PHTA
Mrs. Hall, Alice Griffith
Mrs. Powell, Westside Courts
Faye Woo, Ping Yuen North
Sallie Chong, Ping Yuen
Eva Mae Williams, Plaza West
George Lee, Ping Yuen
Pancy Wong, Ping Yuen
Patricia Accooe, Potrero

3. APPROVAL OF AGENDA:

It was moved by Vice President Brooks and seconded by Commissioner Fussell to approve the agenda of March 24, 1983. The agenda of March 24, 1983 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner San Jule moved to approve the minutes of the regular meeting of March 10, 1983 and Vice President Brooks seconded the motion. The minutes of March 10, 1983 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Mr. Williams informed the Commission that he will be sending a copy of a memo from Peter Henschel of the Mayor's office. Mr. Henschel is coordinating the Mayor's MBO program. The memo from Mr. Henschel states that he is favorably impressed with the Authority's first quarter report.

6. REPORT OF SECRETARY:

None

7. COMMITTEE REPORTS:

Finance Committee - Commissioner Fussell, Chairman, reported that a meeting of the Committee was held Tuesday, March 22, 1983, to deal with the contract between PHTA and the Authority. The negotiations are still going on. Hopefully, at the next Commission meeting, the contract will be referred to the whole Commission from the Committee.

Personnel Committee - Vice President Brooks, Chairman, reported that the Committee met on Tuesday, March 22, 1983 and reviewed the new Personnel Manual. This matter will be discussed under new business, Resolution D.

8. REPORT OF COUNSEL:

None

9. TENANT REPRESENTATIVE REPORT:

The president of PHTA is not present at this time but is on her way.

10. NEW BUSINESS:

(a) RESOLUTION NO. 2513

RESOLUTION AUTHORIZING TRAVEL OF SAN FRANCISCO HOUSING AUTHORITY DIRECTOR OF SPECIAL PROGRAMS TO THE WESTERN GERONTOLOGICAL SOCIETY'S 29TH ANNUAL MEETING IN ALBUQUERQUE, NEW MEXICO

* *

WHEREAS, the Director of Special Programs has direct responsibility for the operations of the Senior Programs Department which provides services to the senior residents of public housing; and

WHEREAS, this conference will provide current information and education in the field of aging which will enhance her knowledge in carrying out this assignment;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The San Francisco Housing Authority's Director of Special Programs is authorized to attend the Western Gerontological Society's 29th Annual Meeting in Albuquerque, New Mexico, being held on April 16th through 20th, 1983.

2. The Executive Director is authorized to execute whatever documents are needed in connection with said travel; and

3. This resolution shall take effect immediately.

APPROVED AS TO FORM:

_____
Connie M. Perry, Counsel

DATE: _____

Mr. Williams stated that this resolution authorizes the Authority to send Ms. Effie Robinson, Director of Senior Programs, to the Western Gerontological Society's annual meeting in Albuquerque, New Mexico.

Commissioner Westbrook amended the resolution to also include authorization for Commissioner Beatrice Patterson, who is the commissioner representing the seniors, to attend the meeting. Vice President Brooks seconded the motion. The motion was UNANIMOUSLY APPROVED.

Commissioner Fussell moved to accept Resolution No. 2513 as amended and Vice President Brooks seconded the motion. Resolution No. 2513 as amended was UNANIMOUSLY ACCEPTED.

(b) RESOLUTION NO. 2514

RESOLUTION COMMENDING EDYTHE C. MORRIS ON THE OCCASION OF HER RETIREMENT FROM THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO

* *

WHEREAS, Edythe C. Morris did enter the employ of the Housing Authority of the City and County of San Francisco on October 16, 1952; and

WHEREAS, Ms. Morris during her tenure of 30 years and 5 months did faithfully and diligently discharge her duties and responsibilities as an employee of this Authority; and

WHEREAS, Ms. Morris has gained the respect of the Commission of this Authority, the staff and her fellow employees for her loyalty, efficiency and dedicated service; and

NOW, THEREFORE, BE IT RESOLVED THAT THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO, meeting this 24th day of March, 1983, acting on its behalf and for the staff of this Authority deems it fitting and proper that it hereby extend to Ms. Morris its deep appreciation for her many years of service and its warmest wishes for a long, happy and healthy retirement.

/s/ Preston Cook	/s/ Betty Brooks
Preston Cook, President	Betty Brooks, Vice President
/s/ Joan M. San Jule	/s/ Beatrice Patterson
Joan M. San Jule, Commissioner	Beatrice Patterson, Commissioner
/s/ Elouise Westbrook	/s/ James G. Fussell, Jr.
Elouise Westbrook, Commissioner	James G. Fussell, Jr., Commissioner
/s/ Reverend Harry Chuck	/s/ Carl L. Williams
Reverend Harry Chuck, Commissioner	Carl L. Williams, Executive Director

Mr. Williams introduced Ms. Edythe C. Morris who is retiring from the Authority after 30 years of service. Ms. Morris addressed the Commission and expressed her appreciation to Barbara Thomas and Dennis Guest and stated that she enjoyed her association with her co-workers.

The Commission and audience applauded Ms. Morris and wished her a happy retirement.

Commissioner Westbrook moved to accept Resolution No. 2514 and Commissioner San Jule seconded the motion. Resolution No. 2514 was UNANIMOUSLY ACCEPTED.

(c) RESOLUTION NO. 2515

RESOLUTION AUTHORIZING THE LEASING OF
1819 EGBERT STREET FOR STORAGE OF SURPLUS FLEET CARS
* *

WHEREAS, Resolution No. 2487, Approving the Operating Budget for the period of October 1, 1982 through September 30, 1983, authorized the leasing of new fleet cars;

WHEREAS, San Francisco Housing Authority has received said fleet cars and placed them in service;

WHEREAS, as the receipt of said cars has enabled San Francisco Housing Authority to retire a number of older fleet cars from service;

WHEREAS, HUD regulations require said vehicles to be disposed of as surplus property;

WHEREAS, it will take at least sixty (60) days to dispose of said surplus property in accordance with said regulations; and

WHEREAS, San Francisco Housing Authority needs a place to store said vehicles until they can be disposed of;

NOW, THERFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the Executive Director is authorized to enter into a lease agreement for the property at 1819 Egbert Street at a monthly rental of One Thousand Five Hundred Dollars ($1,500).

2. Said lease shall be for a term of two (2) months with an option to renew on a month to month basis for three (3) months.

3. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

_____
Connie M. Perry, Legal Counsel

DATE:_____

This resolution requests authorization to lease space adjacent to the Egbert Street facility for the purpose of using that space to store vehicles that will be disposed of through a public auction. The auction process will take at least two months. There are 52 automobiles and trucks that need to be stored.

Commissioner San Jule moved to accept Resolution No. 2515 and Commissioner Patterson seconded the motion. Resolution No. 2515 was UNANIMOUSLY ACCEPTED.

(d) RESOLUTION NO. 2516

RESOLUTION ADOPTING THE "PERSONNEL POLICY AND PROCEDURES MANUAL" FOR THE SAN FRANCISCO HOUSING AUTHORITY

* *

WHEREAS, the San Francisco Housing Authority adopted a Personnel Manual by motion of its Commission in 1975; and

WHEREAS, the Personnel Manual adopted in 1975 is not adequate for the contemporary needs of the Authority; and

WHEREAS, the Area Office of the United States Department of Housing and Urban Development has urged the San Francisco Housing Authority to revise its Personnel Manual; and

WHEREAS, the staff of the San Francisco Housing Authority has proposed the adoption of a new "Personnel Policy and Procedures Manual"; and

WHEREAS, the Personnel Committee of the Commission of the San Francisco Housing Authority has reviewed the provisions of the proposed "Personnel Policy and Procedures Manual";

NOW, THERFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO, THAT:

1. The Personnel Manual adopted in 1975 is hereby rescinded.

2. The "Personnel Policy and Procedures Manual" is hereby adopted for the San Francisco Housing Authority.

3. The provisions of the collective bargaining agreements shall remain in force and effect.

4. The Executive Director shall be authorized to recommend amendments to the "Personnel Policy and Procedures Manual" for adoption by the Commission.

APPROVED AS TO FORM:

_____

Connie M. Perry, Legal Counsel

DATE:_____

Mr. Williams stated that as previously indicated the Personnel Committee met to review the "Personnel Policy and Procedures Manual." The Committee met with representatives of Local 400, and they are in agreement with the Manual. Ms. Josie Abrams of Local 400 was present and stated that they did work many long hours on the Manual and they would also be working on a condensed version to be distributed to all employees.

Mr. Williams commended Ms. Vickie Arnold, Director of Personnel, for the excellent job that she did in preparing the manual as well as sitting down through the numerous negotiating sessions. Ms. Arnold was present to answer any questions. The Manual has been unanimously adopted by the Personnel Committee.

Commissioner San Jule moved to accept Resolution No. 2516 and Commissioner Patterson seconded the motion. Resolution No. 2516 was UNANIMOUSLY ACCEPTED.

(e) Tenant Representative Report - Mr. Williams pointed out that the president of PHTA was now present. President Cook called on Ms. Paulette Faison for her report.

Ms. Faison reported on the following matters: A tenant's leaky roof was fixed. The outside lighting is still off in some areas. With Easter and Mother's Day coming, the different sites are requesting $100 each to carry on their programs. PHTA has circulated petitions for cablevision. There are at least ten different areas with over 50% signatures. Ms. Faison welcomed the 28 resident assistants that have been hired recently and asked for a listing of their names. She noted that the contract agreement between the Authority and PHTA was not on the agenda but she asked Mr. Paul Wartelle to address the Commission regarding this matter. Mr. Wartelle expressed some of the concerns PHTA is having with the contract negotiations. Commissioner Fussell replied that a contract amenable to both parties is possible and that this matter is being reviewed by the Finance Committee.

(f) Visitors - President Cook called on the following visitors who filled out cards wishing to address the Commission:

George Lee, Ping Yuen, expressed his concern regarding the Office of Community Development (OCD) grant that was approved for playground improvement in Ping Yuen. Mr. Lee called on Ms. Pancy Wong to elaborate further. Ms. Wong explained that OCD had asked the Ping Yuen Neighborhood Improvement Association (PYNIA) to meet three conditions for the CDBG grant. PYNIA has met all but one, which is to show evidence of insurance. Mr. Heynneman of the Authority staff informed them that they need to buy a $500,000 insurance policy to cover the new improvements. OCD has given them a deadline of March 25, which is tomorrow. PYNIA does not have the funds to purchase the insurance policy. Ms. Wong asked for clarification from the Commission regarding this insurance requirement. Mr. Williams replied that with advice from counsel the Authority may be able to include this insurance requirement in the overall policy of the Authority. He would not like to see PYNIA lose their funding because of this particular requirement.

Commissioner Chuck motioned that pending a report from counsel and the insurance carrier, that this insurance requirement for PYNIA be waived. Commissioner Fussell seconded the motion. The motion was UNANIMOUSLY ADOPTED.

A discussion followed among the Commissioners covering the following topics: the recreational facilities in the other projects, the food distribution program, and the vacate summary reports.

Patricia Accoe, Potrero Hill, complainted about the leak in her living room. President Cook asked her to fill out the Tenant Complaint Form so that the Authority can follow up on it.

President Cook called on members of the audience who wished to address the Commission.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of March 24, 1983 was adjourned at 11:00 a.m.

_____

PRESTON COOK, President

_____

CARL L. WILLIAMS
Secretary/Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

Dianne Feinstein, *Mayor*
Preston Cook, *President*
Betty Brooks, *Vice President*
Joan Byrnes San Jule
Beatrice Patterson
Elouise Westbrook
James Fussell, Jr.
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

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Special

April 11, 1983

NOTICE OF SPECIAL MEETING

The Commission of the San Francisco Housing Authority will conduct a Special Meeting on Wednesday, April 13, 1983 at 3:00 P.M., at Bret Harte Elementary School, 1035 Gilman Street, San Francisco, California.

The item for discussion will be:

1. The Dumpster Issue

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Carl L. Williams
Secretary/Executive Director

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SF Housing Authority

AGENDA

* * * * * *

SPECIAL MEETING
WEDNESDAY, APRIL 13, 1983
3:00 P.M.

BRET HARTE ELEMENTARY SCHOOL
1035 Gilman Street
San Francisco, California

1. ROLL CALL:

   Preston Cook, President
   Betty Brooks, Vice-President
   Joan M. San Jule, Commissioner
   Beatrice Patterson, Commissioner
   Elouise Westbrook, Commissioner
   James Fussell, Jr., Commissioner
   Reverend Harry Chuck, Commissioner

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2 APPROVAL OF AGENDA:

3. VISITORS:

4. NEW BUSINESS:

   (a) Dumpster Issue

5. ADJOURNMENT:

Carl L. Williams
Secretary/Exective Director

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4/13/83

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Special Meeting Held:
April 13, 1983
3:00 p.m.

Bret Harte Elementary School
1035 Gilman Street
San Francisco, CA

The Commission of the Housing Authority of the City and County of San Francisco met in a special session at Bret Harte Elementary School, 1035 Gilman Street, San Francisco, California, on Wednesday, April 13, 1983 at 3:00 p.m.

The meeting was chaired by Commissioner Elouise Westbrook. Commissioner Westbrook asked Father Sammon to open the meeting with a word of prayer at 3:20 p.m.

1. ROLL CALL:

The following members were:

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PRESENT: Preston Cook, President
Betty Brooks, Vice President
Joan M. San Jule, Commissioner
Elouise Westbrook, Commissioner
James G. Fussell, Jr., Commissioner

ABSENT: Beatrice Patterson, Commissioner
Reverend Harry Chuck, Commissioner

ALSO PRESENT: Carl L. Williams, Executive Director
Connie M. Perry, Legal Counsel

2. VISITORS:

Fr. Peter Sammon, San Francisco Organizing Project and St. Teresa's Potrero Hill Church
Patricia Accooe, Potrero Hill
Rev. Cooper, Westbrook Apartments
Lawanna Potts, P.H.T.A.
Frances Williams, Westbrook Apartments
Ed Tomola, Westbrook Apartments
Jewel Green, Hunters View
Jimmie Mumphery, Hunters View
Reta Bryant, Hunters View
Barbara Crenshaw, Sunnydale
Sadie Gray, Sunnydale
Lucille Jackson, Sunnydale
Daisy Mae Johnson, Alice Griffith
Liz Bell, Alice Griffith
Annie M. Manning, Alice Griffith
Christine Neal, Alice Griffith
Hubert Maxwell, Alice Griffith
Ettore P. Borradori, North Beach
Lawrence Baisley, P.H.T.A.
Robert Livingstone
Phoebe Williams, President, Lost and Found Tenants Association
Sister Lucia Lodolo, Community of Potrero Hill
James Lintz, Alice Griffith
Barbara Wolridge, Alice Griffith
Bertha Henlsey, Potrero Hill
Walter L. Johnson, San Francisco Organizing Project and Department Store Employees Union Local 1100
Sister Kathleen Healy, Community of Potrero Hill

3. APPROVAL OF AGENDA:

There is only one item on the agenda, which is a discussion of the garbage bin issue.

4. DISCUSSION OF GARBAGE BIN ISSUE:

Commissioner Westbrook stated that as per Mayor Feinstein's request the Authority is holding this meeting to hear tenant views regarding the garbage bin situation. The Mayor also requested that Commissioner Westbrook chair the meeting.

Commissioner Westbrook first called on Bernard T. Deasy, Deputy Executive Director, who provided some background information.

President Cook called attention to a letter from Leonard Stefannelli, President of Sunset Scavenger, outlining the costs to the Authority if garbage cans are reinstated in place of the garbage bins.

Milton F. Reiterman, Chief Labor Negotiator, briefly reviewed a proposed jobs program that would be available as a result of the cost savings from the use of garbage bins.

Commissioner Westbrook stated that she first would call on all the tenants who filled out cards wishing to address the Commission regarding this issue. After all the tenants have spoken, she would call on those who filled out cards who are not residents of public housing.

Commissioner Westbrook called on the following tenants and non-residents who expressed their views for or against the garbage bins:

Reverend Cooper, Westbrook Apartments - For. Rev. Cooper stated that the biggest mistake the Authority could make is to get rid of those bins.

Paulette Faison, PHTA - Against. Ms. Faison stated that she is attending this meeting as requested by the tenants and called on LaWanna Potts.

LaWanna Potts, Potrero - Against. Ms. Potts disputed the manner in which the petitions for the garbage bins were circulated. She stated that she supported any area that wanted to keep the bins but in Potrero they want the bins out.

Pat Accooe, Potrero - Against.

Ethel Portia, Potrero - Against. Ms. Portia has a small baby and the bin is right outside her door.

Frances Williams, Westbrook Apartments - For.

Ed Tomola, Westbrook Apartments - For. Mr. Tomola stated that garbage is not scattered right outside their doors and there are less rats and mice.

Jewel Green, Hunters View - Against. Ms. Green stated that the tenants were not involved in the decision.

Reta Bryant, Hunters View - For. Ms. Bryant felt that the tenant leaders should circulate a petition to see who wants the bins. She also asked for further information regarding the job program.

Jimmie Mumphery, Hunters View - Against. Ms. Mumphery objected to the bins because they were unsafe. If they were in something like the drawing (an artist rendering of the enclosure for the garbage bins as shown earlier by Mr. Deasy), it would be beautiful.

Sadie Gray, President of Sunnydale Tenants Association - For. Ms. Gray stated that the tenants of Sunnydale are pleased with the dumpsters and they would like to keep them.

Lucille Jackson, Sunnydale - For. Ms. Jackson requested that perhaps leaflets could be distributed to the homeowners right outside of the area to stop them from using the bins.

Frankie Gates, Sunnydale - For. Ms. Gates stated that they needed more bins and also asked about keeping outsiders from coming in and dumping their garbage in the bins.

Barbara Crenshaw, Sunnydale - For. Ms. Crenshaw requested either extra pick-ups or extra dumpsters.

Daisy Mae Johnson, Alice Griffith - Against. Ms. Johnson stated that the cans are more convenient and safer. She complained of the odor around the bins.

Liz Bell, Alice Griffith - Against.

Annie M. Manning, Alice Griffith - For. Ms. Manning asked if it was possible that those who wanted the cans, have cans and those who wanted the bins, have bins.

Christine Neal, Alice Griffith - Satisfied with either bins or cans. Ms. Neal stated that she has seen outsiders using the bins.

James Lintz, Alice Griffith - For. Mr. Lintz, speaking for those residents on Cameron Street, is in favor of the bins. There are less rats.

Barbara Wolridge, Alice Griffith - For.

Hubert Maxwell, Alice Griffith - For. Mr. Maxwell stated that the use of garbage bins is an excellent idea and thanked the Commission for doing something about the trash situation.

Tenant, Alice Griffith - For. This tenant lives on the back end of Alice Griffith by the water and she noted that there are less rats and there are no cans for the dogs to turn over.

Ettore P. Borradori, North Beach - For.

Bertha Hensley, Potrero Hill - Against. She had to save a little boy from falling into one of those bins.

Lawrence Baisley, President of Bernal Dwellings Tenants Association - Mr. Baisley supports PHTA in its desire to remove the dumpsters from Potrero.

Walter L. Johnson, Department Store Employees Union Local 1100 and San Francisco Organizing Project - Against. The issue is self-determination.

Father Peter Sammon, San Francisco Organizing Project and St. Teresa's Potrero Hill Church - Against.

5. ADJOURNMENT:

The meeting of April 13, 1983 was adjourned at 5:50 p.m.

PRESTON COOK, President

CARL L. WILLIAMS
Secretary/Executive Director

Joan Byrnes San Jule Commissioner

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

Dianne Feinstein, *Mayor*
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Joan Byrnes San Jule
Beatrice Patterson
Elouise Westbrook
James Fussell, Jr.
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

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APRIL 11, 1983

PUBLIC NOTICE

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 9:30 A.M., THURSDAY, APRIL 14, 1983 AT 440 TURK STREET, SAN FRANCISCO CALIFORNIA.

CARL L. WILLIAMS
SECRETARY/EXECUTIVE DIRECTOR

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REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY
COMMISSION WILL BE HELD ON THURSDAY, April 14, 1983
9:30 A.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

T E N T A T I V E A G E N D A

* * * * * * * * * * * * * * * * *

1. ROLL CALL:

   Preston Cook, President
   Betty Brooks, Vice President
   Joan Byrnes San Jule, Commissioner
   Beatrice Patterson, Commissioner
   Elouise Westbrook, Commissioner
   James G. Fussell, Jr., Commissioner
   Reverend Harry Chuck, Commissioner

2. VISITORS:

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3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

   (a) Resolution - Resolution Approving the Section 8 Aftercare (Operating Budget for the Period of July 1, 1983 to June 30, 1984.

   (b) Resolution - Resolution Authorizing Transfer of Funds from the Section 8 Existing Housing Program to the Low Rent Conventional Housing Program.

   (c) Resolution - Resolution Approving Operating Budget Revision No. 1 for the Period October 1, 1982 to September 30, 1983 Covering Low Rent Housing Program Under Contract SF-255

   (d) Resolution - Modification of Contract of December 14, 1979 with Alexander Grant & Company to Provide Accounting Services.

   (e) Resolution - Resolution Supporting the Rehabilitation of the Yerba Buena Plaza Development, Cal. 1-18(2)

Carl L. Williams
Secretary/Executive Director

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Minutes

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Regular Meeting Held:
April 14, 1983

440 Turk Street
San Francisco, CA

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California, on Thursday, April 14, 1983 at 9:30 a.m.

1. ROLL CALL:

The meeting was called to order by President Cook at 9:45 a.m.

Roll call found the following members to be:

PRESENT: Preston Cook, President
Betty Brooks, Vice President
Joan Byrnes San Jule, Commissioner
Beatrice Patterson, Commissioner
Elouise Westbrook, Commissioner
Reverend Harry Chuck, Commissioner

ABSENT: James G. Fussell, Jr., Commissioner

A quorum was present.

ALSO PRESENT: Carl L. Williams, Executive Director
Connie M. Perry, Legal Counsel

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2. VISITORS:

Jewel Green, Hunters View
Katherine Kardosky, Sunnydale
Lillian Phillips, Plaza West
Dorinda Overton, Plaza West
Mattie Donalds, Westside Courts
Melvina Powell, Westside Courts
Mary Alice Ridout, Alice Griffith
Christine Neal, PHTA
Katherine Hutchins, Sunnydale
Eva Mae Williams, Plaza West
Roxie McCormick, Sunnydale
Linda Williams, Plaza West
Dorothy Lee Daniel, Plaza West
Ann M. Ingle, Plaza West
Ula Clemente, Plaza West
Rosemary Bon, Plaza West
Rick Hansen, PHTA

3. APPROVAL OF AGENDA:

President Cook made one amendment to the agenda: New Business, Items a) through d) discuss and vote on as "consent calendar" items. Commissioner San Jule moved to accept the agenda of April 14, 1983 as amended and Commissioner Chuck seconded the motion. The agenda of April 14, 1983 as amended was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Vice President Brooks moved to approve the minutes of the regular meeting of March 24, 1983 and Commissioner Chuck seconded the motion. The minutes of the meeting of March 24, 1983 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Mr. Williams called attention to a letter received from the area office of HUD approving the Authority's request that was authorized in a resolution several months ago for the demolition of three-story buildings in the Alice Griffith project. With receipt of that letter, the Authority will be moving ahead as quickly as possible to consummate a contract for the demolition of the buildings.

6. REPORT OF SECRETARY:

Secretary Carl L. Williams reported that there are a number of things that staff has been instructed to do in the Plaza area: removal of graffiti, painting the building, all broken windows to be repaired throughout the building. The Authority will be working with the tenants to come up with additional improvements.

7. COMMITTEE REPORTS:

There was a Finance Committee meeting Monday, April 11, 1983. Items a) - d), New Business, were discussed and voted on unanimously.

8. REPORT OF COUNSEL:

The Legal Action Summary for March 1983 has been distributed. Connie M. Perry, Counsel, asked if there were any questions.

9. TENANT REPRESENTATIVE REPORT:

President Cook stated that Paulette Faison, President of PHTA, called and said she would be late and will give her report later.

10. UNFINISHED BUSINESS:

None

11. NEW BUSINESS:

a) RESOLUTION NO. 2517

RESOLUTION APPROVING THE SECTION 8 AFTERCARE OPERATING BUDGET FOR THE PERIOD OF JULY 1, 1983 to JUNE 30, 1984

* *

b) RESOLUTION NO. 2518

RESOLUTION AUTHORIZING TRANSFER OF FUNDS IN THE AMOUNT OF $100,000.00 FROM THE SECTION 8 EXISTING HOUSING PROGRAM OPERATING RESERVE ACCOUNT TO THE LOW RENT CONVENTIONAL HOUSING OPERATING RESERVE ACCOUNT

* *

c) RESOLUTION NO. 2519

RESOLUTION APPROVING OPERATING BUDGET REVISION NO. 1 FOR THE PERIOD OCTOBER 1, 1983 TO SEPTEMBER 30, 1983 COVERING LOW RENT HOUSING PROGRAM UNDER CONTRACT SF-255

* *

d) RESOLUTION NO. 2520

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A MODIFICATION OF CONTRACT OF DECEMBER 14, 1979 WITH ALEXANDER GRANT AND COMPANY TO PROVIDE ACCOUNTING SERVICES

* *

a) RESOLUTION NO. 2517

****

RESOLUTION APPROVING THE SECTION 8 AFTERCARE OPERATING BUDGET FOR THE PERIOD OF JULY 1, 1983 TO JUNE 30, 1984

****

WHEREAS, THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO (hereinafter referred to as the "PHA") entered into a Section Eight Aftercare Annual Contributions Contract on March 1, 1978 (as Amended), with the State of California's Department of Housing and Community Development (hereinafter referred to as "GOVERNMENT"); and

WHEREAS, the State of California Department of Housing and Community Development has established, July 1 thru June 30th as the fiscal year for the Section 8 Aftercare Program; and

WHEREAS, there is attached hereto, marked Exhibit A, the Budget in appropriate form for the Section 8 Aftercare Program under Contract 623 A2-1 covering the fiscal operating period of July 1, 1983 to June 30, 1984; and

WHEREAS, this Commission has reviewed the aforesaid budget and determines that the proposed expenditures are necessary in the efficient and economical operation of the Housing Authority for the purpose of serving low income families, and the financial plan is reasonable in that it indicates a source of funding adequate to cover all proposed expenditures and that it does not provide for Federal funding in excess of that payable under provision of HUD Notice HM75-20 (LHA) dated April 29, 1975. That all proposed rental charges and expenditures will be consistent with provisions of law and the Annual Contributions Contract.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO, THAT:

1. The Budget marked Exhibit A, attached hereto, is hereby approved for submission to the HUD Area Office and the State of California Department of Housing and Community Development.

APPROVED AS TO FORM:

_____
CONNIE PERRY, LEGAL COUNSEL

DATED: _____

b)

RESOLUTION NO. 2518

* * * * * * * * * *

RESOLUTION AUTHORIZING TRANSFER OF FUNDS IN THE AMOUNT OF $100,000.00 FROM THE SECTION 8 EXISTING HOUSING PROGRAM OPERATING RESERVE ACCOUNT TO THE LOW RENT CONVENTIONAL HOUSING PROGRAM OPERATING RESERVE ACCOUNT

* *

WHEREAS, THE HOUSING AUTHORITY OF THE CITY & COUNTY OF SAN FRANCISCO (herein called the "Local Authority") by Resolution No. 2015 dated December 23, 1975 entered into an Annual Contributions Contract (as amended) on November 30, 1981, for the eighth amendment of said Contract; and

WHEREAS, by HUD Regulations, Reference: HUD Handbook No. 7420.7, Chapter 8-2 (d), Operating Reserve, describes the purpose of this account and the use of funds credited to this account; and

WHEREAS, the Local Authority administration and Commission recognizes that the Administrator of the Section Eight Program has operated said Program effectively and efficiently to be able to credit the Operating Reserve Account with funds in excess of expenditures as allowed as revenues earned under the prescribed Administrative Fee; and

WHEREAS, the Local Authority intends to be in compliance with HUD regulations, and relevant state or local laws for the use of these funds for other housing purposes consistent with state or local laws; and

WHEREAS, the Local Authority has established a Management by Objectives Program and has indicated that one of its objectives is to return 900 vacated units back to the rent rolls; and

WHEREAS, to accomplish this Objective it is necessary to add additional funds to the Vacate Program for contract services on those units where feasible;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the Executive Director be authorized to notify HUD of the Authority's transfer of $100,000 from the Section Eight Existing Housing Program's Operating Reserve Account to the Low Rent Conventional Housing Program's Operating Reserve Account;

2. That the Executive Director be authorized to execute the transfer of $100,000 from the Section Eight Existing Housing Program's Operating Reserve Account to the Low Rent Conventional Housing Program's Operating Reserve Account;

3. That the Director of Finance be authorized to apply these funds towards the cost of contract services on rehabilitating units in the Authority's Vacate Program, as indicated in the Authority's 1982-1983 Budget Revision No. 1

4. That this Resolution take effect immediately

APPROVED AS TO FORM:

_____

CONNIE M. PERRY, LEGAL COUNSEL

_____

DATE

c) RESOLUTION NO. 2519

RESOLUTION APPROVING OPERATING BUDGET REVISION NO. 1 FOR THE PERIOD OCTOBER 1, 1982 TO SEPTEMBER 30, 1983 COVERING LOW RENT HOUSING PROGRAM UNDER CONTRACT SF-255.

* *

WHEREAS, on October 14, 1982 the Commission, by Resolution No 2449 adopted the Low Rent Housing Program Operating Budget for the period of October 1, 1982 through September 30, 1983; and

WHEREAS, the Housing Authority has been notified by HUD that it is to receive an additional $601,157.00 for, "Cost Beyond Control Funding" for the Fiscal Year 1981-82; and

WHEREAS, the Housing Authority has been notified by HUD that it is to receive an additional $1,472,413.00 for the Housing Authority's annual utility adjustment for Fiscal Year 1981-82; and

WHEREAS, because of these additional funds as well as the available unspent budgeted funds for Fiscal Year 1982-83, it is necessary to prepare Budget Revision No. 1 incorporating the additional HUD funds and reprogramming unspent funds; and

WHEREAS, there is attached hereto and marked exhibit A, the Budget in summary form for the Low Rent Housing Program operations under contract SF-255 covering the fiscal operational period October 1, 1982 through September 30, 1983; and

WHEREAS, the Commission has reviewed the aforesaid budget and determines that the proposed expenditures are necessary in the efficient and economical operation of the Housing Authority for the purpose of serving low income families and that the financial plan is reasonable in that it indicates a source of funding adequate to cover all proposed expenditures and that it does not provide for Federal funding in excess of that payable under the provisions of the current Performance Funding System regulations, and that all proposed rental charge and expenditures will be consistent with provisions of law and Annual Contributions Contract; and

WHEREAS, the San Francisco Housing Authority certifies that it is in compliance with Section 207(A), Part II, of the Annual Contributions Contract, and the rents have been or will be adjusted in accordance with the HUD approved rent schedule; and

WHEREAS, pursuant to the rent schedule approved by HUD, the San Francisco Housing Authority certified that it is in compliance with the provisions of Section 860.407 of Part 860, Sub-part D of the Interim Report published September 26, 1975 in that the aggregate annual gross rent of families residing in the dwelling units for the fiscal year beginning October 1, 1982 will not be less that that amount equal to one-fifth (1/5) of the sum of the "Family Income" as defined in 24CFR860.403(f), of all such families, as amended and in compliance with HUD Interim Rule H-82-38.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the budget marked "Exhibit A" attached hereto is hereby approved for submission to HUD Area Office.

2. This resolution is effective immediately.

Attachment

APPROVED AS TO FORM:

Connie M. Perry

CONNIE M. PERRY, Legal Counsel

DATED: April 8, 1983

d) RESOLUTION NO. 2520

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A MODIFICATION OF CONTRACT OF DECEMBER 14, 1979 WITH ALEXANDER GRANT AND COMPANY TO PROVIDE ACCOUNTING SERVICES

* *

WHEREAS, the San Francisco Housing Authority has entered into Annual Contributions Contracts with the U.S. Department of Housing and Urban Development for its Low Rent Grant No. SF-255, Section 23 Grant No. SF-268 and Section 8 Grant No. SF-618; and

WHEREAS, the U.S. Department of Housing and Urban Development requires that biennial audits be made on the accounts and records of any organization receiving such grants; and

WHEREAS, on September 27, 1979, the San Francisco Housing Authority Commissioners, by Resolution No. 2280, awarded Alexander Grant & Company a contract to perform an audit of the San Francisco Housing Authority's Low Rent Grant No. SF-255, Section 23 Grant No. SF-268 and Section 8 Grant No. SF-618 for the period of October 1, 1977 to September 30, 1979, in the amount of $60,760, and

WHEREAS, on November 12, 1981, the San Francisco Housing Authority Commissioners, by Resolution No. 2424, approved a contract amendment in the amount of $8,310; and

WHEREAS, the original proposal by Alexander Grant & Company, as amended pursuant to its letter of April 11, 1980, called for 287 person-days to complete the audit, Alexander Grant & Company now feels that the following item constitutes sufficient variation from the conditions present during its job survey for it to ask for a modification in accordance with paragraph 6 of the contract:

> As indicated in the contract and in the request for additional hours on April 2, 1982, the condition of the records at the start of the audit necessitated a significant amount of reconstruction, reconciliation and extraction of data by the Authority's accounting staff. The process of completing this work has again lengthened the time span needed for the review of the internally generated data before applying Alexander Grant & Company's auditing procedures.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO, THAT:

1. A contract amendment in the amount of $6,600 be awarded to Alexander Grant & Company because of the additional hours incurred;

2. The Secretary/Executive Director is authorized and directed to execute the above-named contract amendment on behalf of the Housing Authority.

APPROVED AS TO FORM:

_____

CONNIE M. PERRY, LEGAL COUNSEL

DATED: _____

Mr. Williams indicated that items a) through d) above were discussed in the Finance Committee meeting and there was no opposition to them.

Commissioner Westbrook moved to accept Resolution Nos. 2517, 2518, 2519 and 2520 and Commissioner San Jule seconded the motion. Resolution Nos. 2517, 2518, 2519 and 2520 were UNANIMOUSLY ACCEPTED.

e)

RESOLUTION NO. 2521

* * * * * * * * * * * * * * *

RESOLUTION SUPPORTING THE REHABILITATION OF THE YERBA BUENA PLAZA, CAL 1-18(2)

* *

WHEREAS, physical and social problems in the Yerba Buena Plaza Housing Project, CAL 1-18(2), a highrise family complex, have intensified over the years to such a degree that this is now the Authority's most troublesome project; and

WHEREAS, the project has developed chronically high levels of crime, vacancy and vandalism; and

WHEREAS, many of the buildings' physical systems have deteriorated to a point where complete replacement or major repairs are now required; and

WHEREAS, the Department of Housing and Urban Development has recognized the need for complete rehabilitation of the project and has agreed to fund this rehabilitation through the Comprehensive Assistance Improvement Program; and

WHEREAS, the Authority has retained an architectural design team to analyze the underlying problems in the project and to develop architectural solutions for the problems.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

I. That the San Francisco Housing Authority Commission formally support this effort to correct the problems at the Yerba Buena Plaza and totally rehabilitate the complex.

II. That the Executive Director be and the same is instructed to proceed with the design and rehabilitation process as rapidly as possible.

III. That this Resolution becomes effective immediately.

APPROVED AS TO FORM:

_____

Counsel

Date_____

Mr. Williams stated that the rehabilitation of the Plaza is of utmost importance and creates the greatest challenge to the Authority since the "Pink Palace" (now Rosa Parks Senior Apartments) matter. The Authority has been working with the architects and tenants of that project for several months to come up with a redesign and plan to try to solve some of the problems in that project. Mr. Williams introduced Ken Simmons who is the chief architect on this rehabilitation project.

Mr. Simmons reviewed extensively the plans and redesign for Yerba Buena Plaza. A scaled-down model of the new design was also on display. Mr. Simmons answered the questions and concerns raised by the Commissioners.

President Cook called on Eva Mae Williams, President of Plaza West Tenants Association. Ms. Williams stated that the tenants of Plaza West are in support of the plans and asked the Commission to pass the resolution for the rehabilitation of the Plaza.

Commissioner Chuck moved to accept Resolution No. 2521 and Commissioner San Jule seconded the motion. Resolution No. 2521 was UNANIMOUSLY ACCEPTED.

f) President Cook called on the following visitors who filled out cards wishing to address the Commission:

Rick Hansen - Vice President, PHTA. Mr. Hansen gave a report on the status of the food distribution program and energy assistance program.

Roxie McCormick - Sunnydale. Ms. McCormick stated that she had a number of concerns which she will bring up at the next Commission meeting which will be held in Sunnydale.

Paulette Faison - PHTA. Ms. Faison asked if anyone was working the parking lot at Alice Griffith because PHTA was interested in working the lot. Ms. Faison expressed her distress over what she stated were "divide and conquer tactics" that were used at yesterday's meeting regarding the garbage bin issue. Ms. Faison expressed her support to the tenants of Plaza West for the rehabilitation of the Plaza.

President Cook called on members of the audience who wanted to address the Commission.

12. ADJOURNMENT:

President Cook requested a moment of silent prayer in memory of Congressman Phillip Burton and Mrs. Rebecca Purnell. There being no further business to come before the Commission, the meeting of April 14, 1983 was adjourned at 11:45 a.m.

PRESTON COOK, President

CARL L. WILLIAMS
Secretary/Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

Dianne Feinstein, *Mayor*
Preston Cook, *President*
Betty Brooks, *Vice President*
Joan Byrnes San Jule
Beatrice Patterson
Elouise Westbrook
James Fussell, Jr.
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

SF
H65
#4
1/28/83

APRIL 26, 1983

PUBLIC NOTICE

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 9:30 A.M., THURSDAY, APRIL 28, 1983 AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

Carl L. Williams

CARL L. WILLIAMS
SECRETARY?EXECUTIVE DIRECTOR

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4/28/83

REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY
COMMISSION WILL BE HELD ON THURSDAY, April 28, 1983
9:30 A.M. 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

T E N T A T I V E A G E N D A

* * * * * * * * * * * * * * * * *

1. ROLL CALL:

   Preston Cook, President
   Betty Brooks, Vice President
   Joan Byrnes San Jule, Commissioner
   Beatrice Patterson, Commissioner
   Elouise Westbrook, Commissioner
   James G. Fussell, Jr., Commissioner
   Reverend Harry Chuck, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:
   Special Meeting of April 13, 1983
   Regular Meeting of April 14, 1983

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

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7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

    Further consideration of the garbage bin policy.

11. NEW BUSINESS:

    (a) Resolution - Resolution of Commendation for Daniel J. Morafka Upon His Retirement from the Housing Authority of the City and County of San Francisco.

    (b) Resolution - Resolution Authorizing Award of Contract for Demolition of Two Laundry Buildings - Cal. 1-3, Sunnydale.

    (c) Resolution - Resolution Authorizing the Execution of a Contract for Appraisal Services Between the San Francisco Authority and Xodex Enterprieses, Limited.

    (d) Resolution - Resolution Ratifying Travel to San Diego, California on April 19-22, 1983 to Attend a management Seminar Sponsored by IBM for Data Processing Managers.

    (e) Resolution - Resolution Authorizing Travel to Dallas, Texas on May 11-13, 1983 to Attend an Accounting Seminar for Public Housing Authorities sponsored by Accounting Firm Johnson, Frazier and Wright.

(f) Resolution - Resolution Authorizing Contract with Public Housing Tenants Association.

Carl L. Williams
Secretary/Executive Director

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4/28/83

Minutes

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Regular Meeting Held:
April 28, 1983

440 Turk Street
San Francisco, CA

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California, on Thursday, April 28, 1983 at 9:30 a.m.

1. ROLL CALL:

The meeting was called to order by President Cook at 9:40 a.m.

Roll Call found the following members to be:

PRESENT: Preston Cook, President
Betty Brooks, Vice President
Joan Byrnes San Jule, Commissioner
Beatrice Patterson, Commissioner
James G. Fussell, Jr., Commissioner
Reverend Harry Chuck, Commissioner

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ABSENT: Elouise Westbrook

A quorum was present.

ALSO PRESENT: Carl L. Williams, Executive Director
Connie M. Perry, Legal Counsel

2. VISITORS:

Rev. Peter Sammon, San Francisco Organizing Project
Louise Hall, Alice Griffith
Melvina Powell, Westside Courts
LaWanna Potts, PHTA
Rev. Arelius Walker, San Francisco Organizing Project
Frankie Gates, Sunnydale
Christine Neal, PHTA

3. APPROVAL OF AGENDA:

Commissioner San Jule moved to accept the agenda of April 28, 1983 and Vice President Brooks seconded the motion. The agenda of April 28, 1983 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner San Jule moved to approve the minutes of the special meeting of April 13, 1983 and the regular meeting of April 14, 1983 and Vice President Brooks seconded the motion. The minutes of the meetings of April 13, 1983 and April 14, 1983 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None

6. REPORT OF SECRETARY:

Secretary Carl L. Williams reported that on April 25, 1983, Housing Authority staff and the architects that were retained for the Yerba Buena Plaza West project made a presentation to the Mayor's office and her staff at the Mayor's staff meeting. This was the same presentation that was provided at the Commission meeting of April 14. Mr. Williams reported that the project and the plans were very favorably received. The Mayor did request that the Authority follow up with meetings with the police chief and the fire department to get their input on some of the security aspects of the design. The Mayor also invited several agencies to provide her with their comments on the plans: the Redevelopment Agency, the Planning Department and the Mayor's Office of Community Development.

7. COMMITTEE REPORT:

Commissioner San Jule, Chairman of the Site and Design Committee, reported that the Committee met on April 5, 1983 and visited the Rosa Parks construction site for a tour of the project. She reported that there were no major problems and that the Committee was very pleased with what they saw. The Committee intends to go back in about three months and monitor the progress of the project. Following the tour, the Committee met to discuss improvements in the monthly operations management report. Copies of the revised format were provided to the Commission. She noted the changes that were made.

President Cook reported briefly on two items: 1) At the request of the Mayor, he has been out at Yerba Buena Plaza West quite frequently. He was very pleased with the progress of the work going on out there. 2) On April 27, he was invited to Clementina Towers to address the resident organization there. They had a very good turn out. He commented that the grounds were very beautiful. He also noted the progress being made with the vacancies. In October there were 30 vacancies. At present there are two vacancies in the two buildings.

8. REPORT OF COUNSEL:

None

9. TENANT REPRESENTATIVE REPORT:

Ms. Faison, President of PHTA, reported of a complaint from a tenant. The tenant called attention to this problem the first part of 1982. Ms. Faison stated that she has been trying to reach the tenant to get further details. She also stated that there are still problems with the outside lighting in some of the project areas.

10. UNFINISHED BUSINESS:

a) FURTHER CONSIDERATION OF THE GARBAGE BIN POLICY:

Mr. Williams stated that what is before the Commission at this time is to make some decision with respect to the continuation of the garbage bin policy, either to discontinue the policy altogether or just in certain specific areas. Mr. Williams stated that he feels that in the long run the use of garbage bins will be of benefit both to the Authority and to the residents of public housing.

President Cook called on the following tenants who expressed their views regarding the garbage bins: LaWanna Potts, Jewell Green, Jimmie Mumphery, Roxie McCormick. Rev. Peter Sammon and Rev. Arelius Walker of the San Francisco Organizing Project expressed their opposition to the garbage bins in the Potrero area. A very lengthy discussion followed.

Commissioner Fussell made the following motion, and he asked that the sense of it be embodied into an official resolution: The intent of the resolution would be to allow staff to make a judgment about where dumpsters should be sited, both now and in the future. In that decision the Commission would give staff the authority to spend the necessary funds, under the review of the Finance Committee, to implement permanent enclosures for the bins. The enclosures would meet, as an absolute minimum standard, the existing structures in Hunters Point which are represented by the graphic display. This policy is to be implemented in conjunction with the closest possible cooperation between affected residents, tenant leadership and the staff. This resolution further embody the policies that were mentioned in a letter dated March 22, 1983 that would include using the cost savings realized from garbage collection fee reductions for the employment of unemployed tenants and that this receive high priority. The resolution will also state that there will be no lay-offs of permanent personnel in the next fiscal year. For purposes of discussion, Commissioner Chuck seconded the motion.

Commissioner San Jule moved that the motion be tabled until the next Commission meeting. Commissioner Brooks seconded the motion. Commissioner Fussell called for a roll call vote.

Preston Cook	-	No
Betty Brooks	-	Aye
Joan M. San Jule	-	Aye
Beatrice Patterson	-	Aye
James Fussell, Jr.	-	No
Rev. Harry Chuck	-	No

There was a tie vote. The motion was defeated.

Commissioner San Jule called for a roll call vote of Commissioner's Fussell's original motion regarding the dumpsters:

Preston Cook	-	Aye
Betty Brooks	-	No
Joan M. San Jule	-	No
Beatrice Patterson	-	Aye
Rev. Harry Chuck	-	No
James Fussell, Jr.	-	Aye

There was a tie vote; the motion was defeated. President Cook stated that the issue needs to be discussed further so that there is a majority among the Commission, one way or the other.

11. NEW BUSINESS:

a) RESOLUTION NO 2522
* * * * * * * * * * *

RESOLUTION COMMENDING DANIEL J. MORAFKA ON THE OCCASION OF HIS RETIREMENT FROM THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCICO
* *

WHEREAS, Daniel J. Morafka will retire on April 29, 1983 after having served in the employ of the Housing Authority of the City and County of San Francisco for thirty-two years and ten months; and

WHEREAS, Mr. Morafka first came to the Housing Authority on June 5, 1950; and

WHEREAS, over the years Mr. Morafka has worked as a Property Auditor, Assistant Inspector, Chief Inspector, Assistant Housing Manager, Area Housing Manager, Area Housing Manager II, Assistant to the Director of Housing Management, Assistant Manager of Rent Collections, Supervising Manager, Assistant Chief of Maintenance for Planning and as Assistant Chief, Rehabilitation Branch; and

WHEREAS, during his tenure with the Housing Authority Mr. Morafka diligently performed his duties and was dedicated in his steadfastness and reliability;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That this Commission extends to Mr. Morafka its appreciation for long and faithful service.

2. That this Commission extends its best wishes for a happy retirement.

/s Preston Cook
Preston Cook, President

/s/ Betty Brooks
Betty Brooks, Vice President

/s/ Joan M. San Jule
Joan M. San Jule

/s/ Beatrice Patterson
Beatrice Patterson

/s/ Elouise Westbrook
Elouise Westbrook

/s/ James Fussell, Jr.
James Fussell, Jr.

/s/ Reverend Harry Chuck
Reverend Harry Chuck

/s/ Carl L. Williams
Carl L. Williams, Secretary/
Executive Director

Mr. Williams introduced Daniel J. Morafka who is retiring from the Housing Authority after 32 years of employment. Mr. Morafka addressed the Commission and expressed his appreciation for the resolution. He also expressed his appreciation to everyone at the Authority and to the tenants. The audience and the Commission applauded Mr. Morafka and wished him a happy retirement.

Commissioner Fussell moved to adopt Resolution No. 2522 and Vice-President Brooks seconded the motion. Resolution No. 2522 was UNANIMOUSLY ACCEPTED.

b) Resolution Authorizing Award of Contract for Demolition of Two Laundry Buildings - Cal. 1-3, Sunnydale. This resolution will be considered at the next Commission meeting, which will be held in Sunnydale.

c) RESOLUTION NO. 2523

RESOLUTION AUTHORIZING THE EXECUTION OF
A CONTRACT FOR APPRAISAL SERVICES BETWEEN THE
SAN FRANCISCO HOUSING AUTHORITY AND XODEX ENTERPRISES, LTD.

* *

WHEREAS, the Authority, in its 1974 HUD Audit, 1977 Peat, Marwick, Mitchell and Company Audit and 1979 Alexander Grant and Company Audit, has been cited for audit exceptions relative to maintaining property records and establishing financial control over nonexpendable equipment and,

WHEREAS, the Authority has implemented the appropriate computer programs to record all Authority nonexpendable equipment and,

WHEREAS, the Authority has identified the need to have an appraisal made of all such recorded nonexpendable equipment,

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1) The Executive Director is authorized to enter into a contract with Xodex Enterprises, Limited to provide appraisal services on all Authority nonexpendable equipment, including all appliances located within senior units and

2) Contract not to exceed $22,150.00 which includes those costs as set forth in the Xodex Enterprises, Limited proposal dated February 28, 1983.

APPROVED AS TO FORM:

_____
CONNIE M. PERRY
Legal Counsel

DATED: _____

Commissioner Fussell moved to accept Resolution No. 2523 and Commissioner San Jule seconded the motion. Resolution No. 2523 was UNANIMOUSLY ACCEPTED.

d)

RESOLUTION NO 2524
* * * * * * * * * * *

RESOLUTION RATIFYING TRAVEL TO SAN DIEGO, CALIFORNIA ON APRIL 19-22, 1983 TO ATTEND A MANAGEMENT SEMINAR SPONSORED BY IBM FOR DATA PROCESSING MANAGERS
* *

WHEREAS, the San Francisco Housing Authority Commission by Resolution 2406 dated August 27, 1981, authorized the purchase of the IBM System 28 Computer; and

WHEREAS, the IBM Corporation offers training seminars to better utilize their installed system and to give the opportunity for owners to get updated on new products and concepts in data processing; and

WHEREAS, this Authority deemed the attendance at this seminar of the Chief of Data Processing to be of benefit to the Authority:

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That Mr. Brewer's travel to San Diego, California on April 19-22, 1983 to attend aforementioned seminar is hereby approved and ratified.

2. That travel, time, expenses and per diem be in keeping with the travel policies of this Authority adopted on January 27, 1977.

3. That this ratification shall become effective immediately.

APPROVED AS TO FORM:

_____
Connie Perry
Cousel for the San Francisco
Housing Authority

_____
Dated

Commissioner San Jule moved to accept Resolution No. 2524 and Commissioner Fussell seconded the motion. Resolution No. 2524 was UNANIMOUSLY ACCEPTED.

e) RESOLUTION NO. 2525

RESOLUTION AUTHORIZING TRAVEL OF S.F.H.A. CONTROLLER AND ONE SENIOR ACCOUNTANT (SECTION 8) TO THE SEMINAR FOR PUBLIC HOUSING AUTHORITIES TO BE HELD IN DALLAS, TEXAS, MAY 11, 12, AND 13, 1983

****

WHEREAS, a seminar for Section 8 Housing and Public Housing Authorities Accounting is being held in Dallas, Texas, on May 11, 12 & 13, 1983.

WHEREAS, the subject matter of the seminar will include three areas of Section 8 Accounting and eight areas of Public Housing Authorities Housing Accounting.

WHEREAS, it will be beneficial to the S.F.H.A. Finance/ Accounting Department that two staff persons attend said seminar.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. S.F.H.A.'s Controller is authorized to attend all three days of the PHA Owned Housing Accounting Seminar; and one Senior Accountant (Section 8) is authorized to attend the one day for Section 8 Housing Accounting Seminar.

2. The Executive Director is authorized to execute whatever documents are needed in connection with said travel; and

3. This resolution shall take effect immediately.

APPROVED AS TO FORM:

_____
CONNIE M. PERRY
LEGAL COUNSEL

Dated: _____

Commissioner Chuck moved to accept Resolution No. 2525 and Commissioner San Jule seconded the motion. Resolution No. 2525 was UNANIMOUSLY ACCEPTED.

f) RESOLUTION NO. 2526
****

RESOLUTION APPROVING CONTRACT BETWEEN PHTA AND SFHA FOR THE DELIVERY OF SERVICES AND ASSISTANCE TO TENANTS IN CONVENTIONAL PUBLIC HOUSING

****

WHEREAS, the San Francisco Housing Authority is funded in part by the United States Department of Housing and Urban Development and authorized by HUD circular HM 7475.9 (Feb.10, 1972) to provide funding to Tenant Councils to implement the purpose set forth in that Circular; and

WHEREAS, the San Francisco Public Housing Tenants Association (PHTA) is a nonprofit corporation created for the purpose of representing the interests of tenants in conventional public housing; and

WHEREAS, the San Francisco Housing Authority desires to enter into an agreement with PHTA for the delivery of services to SFHA tenants of conventional housing; and

WHEREAS, the Executive Director of the SFHA and PHTA have negotiated the terms of an agreement acceptable to both parties.

NOW THEREFORE BE IT RESOLVED that:

I. The Executive Director is authorized to execute an agreement with PHTA under the same terms and conditions as outlined in the document attached to this resolution.

II. This resolution shall take effect immediately.

APPROVED AS TO FORM:

Counsel

Date 4/27/83

Commissioner Fussell moved to accept Resolution No. 2526 and Vice-President Brooks seconded the motion. Resolution No. 2526 was UNANIMOUSLY ACCEPTED. President Cook requested that the contract run concurrent with the Authority's fiscal year.

g) Visitors - President Cook called on those wishing to address the Commission regarding their concerns.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of April 28, 1983 was adjourned at 11:50 a.m.

PRESTON COOK, President

CARL L. WILLIAMS
Secretary/Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

Dianne Feinstein, *Mayor*
Preston Cook, *President*
Betty Brooks, *Vice President*
Joan Byrnes San Jule
Beatrice Patterson
Elouise Westbrook
James Fussell, Jr.
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

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May 6, 1983

PUBLIC NOTICE

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 9:30 A.M. THURSDAY, MAY 12, 1983 AT 1654 SUNNYDALE AVENUE, SAN FRANCISCO, CALIFORNIA.

Carl L. Williams

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REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY
COMMISSION WILL BE HELD ON THURSDAY, May 12, 1983
9:30 A.M., 1654 Sunnydale Avenue, San Francisco, California 94134

T E N T A T I V E A G E N D A

* * * * * * * * * * * * * * * * *

1. ROLL CALL:

   Preston Cook, President
   Betty Brooks, Vice President
   Joan Byrnes San Jule, Commissioner
   Beatrice Patterson, Commissioner
   Elouise Westbrook, Commissioner
   James G. Fussell, Jr., Commissioner
   Reverend Harry Chuck, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

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4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:
    Demolition of Laundry Buildings at the Sunnydale Project, Cal. 1-3

11. NEW BUSINESS:

    (a) Resolution - Approving the Solar Hot Water Heating Agreement and Lease with the California Energy Investment Corporation (CEIC)

    - Status Report on Vacant Unit Repair in Sunnydale

    - Status Report on Exterior Painting in Sunnydale

Carl L. Williams
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held:
May 12, 1983

1654 Sunnydale Avenue
San Francisco, CA

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at 1654 Sunnydale Avenue, San Francisco, California, on Thursday, May 12, 1983 at 9:30 a.m.

1. ROLL CALL:

The meeting was called to order by President Cook at 10:00 a.m.

Roll Call found the following members to be:

PRESENT: Preston Cook, President
Joan M. San Jule, Commissioner
Beatrice Patterson, Commissioner
Elouise Westbrook, Commissioner

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ABSENT: Betty Brooks, Vice President
James G. Fussell, Jr., Commissioner
Reverend Harry Chuck, Commissioner

A quorum was present.

ALSO PRESENT: Carl L. Williams, Executive Director
Connie M. Perry, Legal Counsel

2. VISITORS:

Christine Neal, Alice Griffith
Mary Ridout, Alice Griffith
Jewel Green, Hunters View
Geraldine McCowan, Sunnydale
Lucille Jackson, Sunnydale
Anna Cobb, Sunnydale
Marvin Owens
Viola Harper, Potrero
Ida Jarvis, Sunnydale
Marguerite Redmond, Sunnydale
Elna Lede, Sunnydale
Earl J. Jones, Sunnydale
Eileen Walsh
C. Iseman
Alberta Johnson, Sunnydale
Juanita Belford, Sunnydale
Pauline Ruth, E.O.C.
Thelma J. Anthony, Sunnydale
Jo Ann Johnson, Sunnydale
Dollie Smith, Hunters Point
Johnnie Tims, Sunnydale
Lawrence Baisley, Bernal
Orelia Gilliam, Sunnydale
Kay Kardosky, Sunnydale
Roxie McCormick, Sunnydale
Frankie M. Gates, Sunnydale
Melvina Powell, Westside
LaWanna Potts, PHTA
Paulette Faison, PHTA
Gloria D. Johnson, Sunnydale
Helen Mason, Sunnydale
Lillie M. Ransom
George Lee, Ping Yuen
Helen Range, Sunnydale
Dorothy Range, Sunnydale
Victor Hampton, Sunnydale
Ozetta Rogers, Sunnydale
Henry Schinctel, Sunnydale
Bernice Baker, Sunnydale
E.L. Blackman, Sunnydale
Nofoaluma Tuiasosopo, Sunnydale
Louise Hall, Alice Griffith
Joyce Hall, Sunnydale
Alice Martiniz, Sunnydale

3. APPROVAL OF AGENDA:

Commissioner San Jule moved to approve the agenda of May 12, 1983 and Commissioner Westbrook seconded the motion. The agenda of May 12, 1983 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner San Jule moved to approve the minutes of the regular meeting of April 28, 1983 and Commissioner Westbrook seconded the motion. The minutes of the meeting of April 28, 1983 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None

6. REPORT OF SECRETARY:

Secretary Carl L. Williams reported on the following matters:

1) The proposals for the 440 Turk Street housing and office development were submitted on May 6, 1983. The plans and design are on display at the Egbert Street office and all Commissioners are urged to go out to Egbert Street to look at them. The staff will be available to discuss the various designs and to answer any questions.

2) Progress is being made on the various projects in Plaza West such as the securing of vacant units, exterior painting and removal of graffiti.

7. COMMITTEE REPORTS:

None

8. REPORT OF COUNSEL:

Copies of the Legal Action Summary have been distributed. Counsel Connie M. Perry asked if there were any questions.

9. TENANT REPRESENTATIVE REPORT:

Paulette Faison, President of PHTA, reported on the following matters:

1) A tenant at 1825 Broderick, Apt. 238 is without a stove.

2) PHTA would like to have a review and discussion of the stove and refrigerator policy.

3) Mrs. Neal and Mrs. Johnson are coordinating the food program with the Food Bank.

4) PHTA will be having its election on June 15. The members of the nominating committee are: Mrs. Ransom, Mrs. Neal, Mrs. Green and Mrs. Ridout. If anyone has names to submit, please contact the committee.

10. UNFINISHED BUSINESS:

RESOLUTION NO. 2527
* * * * * * * * * * * * *

RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR DEMOLITION OF TWO LAUNDRY BUILDINGS - CAL 1-3, SUNNYDALE
* *

WHEREAS, on March 10 and 11, 1983, this Authority advertised for the Demolition of Two Laundry Buildings at the CAL 1-3, Sunnydale Project; and

WHEREAS, on March 24, 1983, bids were received, publicly opened and read aloud as follows:

BIDDER	BID AMOUNT
1. Covey Trucking Co.	$ 7,299.00
2. Ferma Corp.	$ 8,500.00
3. Star Excavation	$ 8,900.00
4. Crown Iron Works	$ 9,875.00

WHEREAS, the Authority has evaluated the bids received and has determined that the low bid is within the budget item amount for the work involved.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

I. That a contract be awarded to Covey Trucking Co. in the amount of $7,299.00.

II. That this action shall not constitute notice to the contractor of the award of the contract and no award shall be effective until the contractor is given written notice thereof.

III. That this action is contingent upon receipt and approval of the contractor's Affirmative Action Program and evidence of bondability.

IV. That the Secretary-Executive Director is authorized and directed to execute a contract with Covey Trucking Co. on behalf of this Authority.

APPROVED AS TO FORM:

_____
Counsel

_____
Date

Commissioner San Jule moved to accept Resolution No. 2527 and Commissioner Patterson seconded the motion. Resolution No. 2527 was UNANIMOUSLY ACCEPTED.

11. UNFINISHED BUSINESS:

a) RESOLUTION NO. 2528

RESOLUTION APPROVING AN AGREEMENT WITH THE CALIFORNIA INVESTMENT CORPORATION TO INSTALL SOLAR HEATING EQUIPMENT AT SEVEN SAN FRANCISCO HOUSING AUTHORITY PROJECTS:

CAL 1-20, 3850-18th Street
CAL 1-32, 1750 Bush Street
CAL 1-34, 363 Noe Street
CAL 1-35, 2698 California Street
CAL 1-37, 491-31st Avenue
CAL 1-39A, 951 Eddy Street
CAL 1-39B, 939 Eddy Street

WHEREAS, the cost of energy is projected to double every five years; and

WHEREAS, the San Francisco Housing Authority is committed to implement energy savings measures wherever possible to minimize the impact of rising energy costs on the Authority's limited resources; and

WHEREAS, solar hot water heating systems are a proven way of controlling the cost of a portion of one's energy needs; and

WHEREAS, the California Energy Investment Corporation has proposed to install at their cost, solar hot water heating systems at seven San Francisco Housing Authority projects and sell the energy produced at a discounted rate; and

WHEREAS, in addition to the direct savings enjoyed, the Pacific Gas and Electric Company will provide substantial rebates to the Authority should we participate in such an arrangement.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

I. That the Executive Director is instructed to proceed with the execution of an agreement with the California Energy Investment Corporation to provide solar hot water heating systems at seven San Francisco Housing Authority Public Housing Projects.

II. That this Resolution becomes effective immediately.

APPROVED AS TO FORM:

Connie M. Perry
General Counsel

5/10/83
Date

Commissioner San Jule moved to accept Resolution No. 2528 and Commissioner Westbrook seconded the motion. Resolution No. 2528 was UNANIMOUSLY ACCEPTED.

b) Status Report on Vacant Unit Repair:

Mr. Williams called on Tim Washington, Chief Rehabilitation Branch, who is responsible for the vacate unit program. Mr. Washington reported that over 450 units have been rehabilitated in the seven areas since October 1982.

Mr. Williams called on Dennis Guest, Director of Housing Management. Mr. Guest gave a brief report on the status of the leasing of units. There have been 520 new leases since October 1 and another 50 leases which were transfers.

A lengthy discussion followed regarding the vacancies. Commissioner Westbrook expressed her concerns that not enough units are being leased. President Cook pointed out that the Authority is leasing approximately 85 units a month, which is an improvement. He would like to see this increased. He also called attention to the fact that there are a lot of people moving out of public housing which is a factor that has to be recognized when dealing with vacancies.

c) Status Report on Exterior Painting in Sunnydale:

Mr. Williams called on Jim Williams, Director of Family and Community Services, who gave a report on the paint program in Sunnydale. Mr. Williams reviewed the recruiting and screening process of the applicants for the paint program in Sunnydale. There were 28 selected. He pointed out the buildings that have been painted as a result of this program.

d) Visitors:

President Cook first called on those visitors who filled out cards wishing to address the Commission. He then called on members of the audience. Some of the issues and concerns were:

-Windows being broken by children playing near the senior building.
-Need for more play area. Perhaps the area where the laundromat buildings are going to be torn down could be used for a play area.
-Complaint by a resident regarding a resident manager position. She had filled out an application but was not considered for the job.
-The area needs to be cleaned up.
-People from other areas are coming into Sunnydale and washing their cars.
-An applicant has been waiting to be transferred to a 3-bedroom unit and is tired of waiting.
-There is a rumor that a building with 1-bedroom units would be converted to 3-bedroom units displacing the seniors who presently live there.
-Outsiders are dumping their garbage in the Housing Authority bins.
-A tenant is having a problem with the dog next door. Her neighbor is not cleaning up after this dog.
-A tenant complained that she cannot use her oven and stove top at the same time.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of May 12, 1983 was adjourned at 12:05 p.m.

PRESTON COOK, President

CARL L. WILLIAMS
Secretary/Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

Dianne Feinstein, *Mayor*
Preston Cook, *President*
Betty Brooks, *Vice President*
Joan Byrnes San Jule
Beatrice Patterson
Elouise Westbrook
James Fussell, Jr.
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

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May 23, 1983

PUBLIC NOTICE

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 9:30 A.M., THURSDAY, MAY 26, 1983 AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

****

THE ANNUAL MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 10:30 A.M., THURSDAY, MAY 26, 1983 AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

Carl L. Williams

CARL L. WILLIAMS
SECRETARY/EXECUTIVE DIRECTOR

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ANNUAL AND REGULAR MEETING OF THE SAN FRANCISCO HOUSING ATHORITY COMMISSION WILL BE HELD ON THURSDAY, MAY 26, 1983
9:30 A.M.,440 TURK STREET, SAN FRANCISCO, CALIFORNIA

T E N T A T I V E A G E N D A

* * * * * * * * * * * * * * * * *

1. ROLL CALL:

   Preston Cook, President
   Betty Brooks, Vice President
   Joan Byrnes San Jule, Commissioner
   Beatrice Patterson, Commissioner
   Elouise Westbrook, Commissioner
   James G. Fussell, Jr., Commissioner
   Reverend Harry Chuck, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

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6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

   (a) Resolution - Resolution of the San Francisco Housing Authority Authorizing an Amendment to the Contract of the San Francisco Housing Authority and the Board of Administration of the Public Employee's Retirement System.

   (b) Resolution - Resolution Amending Bylaws to Change Expiration of Term of President and Authorizing the Secretary of the Commission to Sign All Documents on Behalf of the Commission, and Clarifying the Policy Regarding Payments to Commissioners for Meeting Expenses.

   Annual Meeting - Election of President and Vice President.

Carl L. Williams
Secretary/Executive Director

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5/26/83

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Annual and Regular Meeting Held:
May 26, 1983

440 Turk Street
San Francisco, CA

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, May 26, 1983 at 9:30 a.m.

1. ROLL CALL:

The meeting was called to order by President Cook at 9:40 a.m.

Roll call found the following members to be:

PRESENT: Preston Cook, President
Betty Brooks, Vice President
Joan M. San Jule, Commissioner
Beatrice Patterson, Commissioner
Elouise Westbrook, Commissioner
Reverend Harry Chuck, Commissioner

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ABSENT: James G. Fussell, Jr., Commissioner

ALSO PRESENT: Carl L. Williams, Executive Director

2. VISITORS:

Christine Neal, PHTA
Mary Ridout, Alice Griffith
Mrs. Thomas, Alice Griffith
Katherine Hutchins, Sunnydale
Lorraine Pardini, Sunnydale
Barbara Crenshaw, Sunnydale
Lucille Jackson, Sunnydale
Frankie Gates, Sunnydale
Kay Kardosky, Sunnydale
Roxie McCormick, Sunnydale
Geraldine McCowan, Sunnydale
Lawrence Baisley, Bernal

3. APPROVAL OF AGENDA:

Commissioner San Jule moved to accept the agenda of May 26, 1983 and Vice President Brooks seconded the motion. The agenda of May 26, 1983 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Westbrook moved to approve the minutes of May 12, 1983 and Commissioner San Jule seconded the motion. The minutes of May 12, 1983 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Mr. Williams stated that a letter was received from Mayor Feinstein regarding the third quarter MBO performance. She expressed her appreciation to the Authority's use of MBO concepts to improve performance.

President Cook stated that he received a letter from Mayor Feinstein wherein she noted that there has been a substantial improvement in the appearance of the Plaza West projects.

6. REPORT OF SECRETARY:

None

7. COMMITTEE REPORT:

None

8. REPORT OF COUNSEL:

None

9. TENANT REPRESENTATIVE REPORT:

Paulette Faison, President of PHTA, reported on the following items:

A tenant who she reported earlier was without a stove has now received her stove.

Westside Courts Tenants Association held their elections and voted in the following people: Melvina Powell, President; Cleola Richardson, Vice President; Pauline Perea, Secretary; Mary Swanson, Treasurer; and Crisco Perea, Parliamentarian.

She asked the status of the CDBG monies.

Ms. Faison commended the work being done at Plaza East and West and asked that the Authority look into other areas, such as the deterioration problem at the Great Highway.

PHTA will be holding elections June 15. They are planning to have a luncheon following the election and she extended an invitation to the Commissioners to attend.

PHTA is experiencing some problems with the Food Bank. Some tenants are not observing the rules and regulations of the Food Bank and are jeopardizing their relationship with them.

10. UNFINISHED BUSINESS:

None

11. NEW BUSINESS:

a) RESOLUTION NO. 2529

* * * * * * * * * * *

RESOLUTION OF THE SAN FRANCISCO HOUSING AUTHORITY AUTHORIZING AN AMENDMENT TO THE CONTRACT OF SAN FRANCISCO HOUSING AUTHORITY AND THE BOARD OF ADMINISTRATION OF THE PUBLIC EMPLOYEES' RETIREMENT SYSTEM

* *

WHEREAS, the San Francisco Housing Authority Commission, on January 13, 1983 adopted Resolution No. 2502, the Resolution of Intention to Approve an Amendment to the existing Public Employees' Retirement System Contract; and

WHEREAS, the Board of Administration of the Public Employees' Retirement System and the Authority Commission of the San Francisco Housing Authority entered into a Contract effective on March 1, 1961, providing for the participation of said San Francisco Housing Authority in the Public Employees' Retirement System; and

WHEREAS, it is now desirable to take advantage of certain benefits provided under said Retirement System and not include in said Contract;

NOW, THEREFORE, BE IT RESOLVED THAT SAID HOUSING AUTHORITY COMMISSION AUTHORIZED, AND IT DOES HEREBY AUTHORIZE, AN AMENDMENT TO SAID CONTRACT, A COPY OF SAID AMENDMENT BEING ATTACHED HERETO MARKED EXHIBIT A, AND BY SUCH REFERENCE MADE A PART HEREOF AS THOUGH HEREIN SET OUT IN FULL; and

BE IT FURTHER RESOLVED that the presiding officer of said Housing Authority Commission be, and he is hereby authorized, empowered and directed to execute said amendment for and on behalf of said San Francisco Housing Authority.

This Resolution shall become effective immediately.

APPROVED AS TO FORM:

Connie M. Perry
CONNIE M. PERRY, LEGAL COUNCEL

May 5, 1983
DATE

Mr. Williams stated that this resolution will amend the contract between the Housing Authority and the state Public Employees Retirement System. It will increase the contribution from 16.4% to 20.5%. Since the Housing Authority police is funded by the city, this cost will be picked up by the city also.

Commissioner San Jule moved to adopt Resolution No. 2529 and Commissioner Chuck seconded the motion. Resolution No. 2529 was UNANIMOUSLY ADOPTED.

c)

RESOLUTION NO. 2530
****

RESOLUTION AMENDING BYLAWS TO CHANGE EXPIRATION OF TERM OF PRESIDENT, AUTHORIZING THE SECRETARY OF THE COMMISSION TO SIGN ALL DOCUMENTS ON BEHALF OF THE COMMISSION, AND CLARIFYING THE POLICY REGARDING PAYMENTS TO COMMISSIONERS FOR MEETING EXPENSES
****

WHEREAS, the Bylaws presently adopted by the Commission are in need of some changes and clarifications;

WHEREAS the Bylaws provide for amendments to be made at any regular or special meeting;

WHEREAS the Commission desires to amend its Bylaws.

NOW, THEREFORE BE IT RESOLVED that the Bylaws are amended as follows:

I. Article II Section I is hereby amended as follows:

The officers shall be a President, a Vice-President and a Secretary.

The President shall preside at all meetings of the Authority except as otherwise authorized by Resolution of the Authority. The President shall sign all documents which either law or HUD regulations require him to sign. At such meetings, the President shall submit such recommendations and information as he/she may consider proper concerning the business affairs and policies of the Authority.

II. Article II Section IV is amended as follows:

The Secretary shall be the Executive Director, he/she shall have general supervision over the administration of its business affairs, subject to the direction of the Commission. He/she shall be charged with the management of the housing projects of the Authority.

As Secretary he/she shall keep the records of the Authority and, as Executive Director, shall act as Secretary of the meetings of the Authority and record all votes and shall keep a record of the proceedings of the Authority in a journal of proceedings to be kept for such purposes, and shall perform all duties incident to this office. He/she shall sign all documents on behalf of San Francisco Housing Authority except said documents required to be signed by the President by virtue of law or HUD regulations. He shall keep in safe custody the seal of the Authority and shall have power to affix such seal to all contracts and instruments authorized to be executed by the Authority.

The Secretary shall also be the Treasurer of the Authority. As Treasuer, he/she shall have the care and custody of all funds of the Authority and shall deposit the same in the name of the Authority, in such bank or banks, or such other depository as the Authority may, in accordance with law, direct. Except as otherwise authorized by Resolution of the Authority, he shall sign all orders and checks for the payment of money and shall pay out and disburse such monies under the direction of the Authority. Except as otherwise authorized by Resolution of the Authority all such orders and checks shall be countersigned by the President or Vice President. He shall keep regular books of accounts, receipts and expenditures, and shall render to the Authority at each regular meeting(or more often when requested) an account of his transactions and also of the financial condition of the Authority. He shall give such bond for the faithful performance of his duties as the Authority may determine.

The compensation of the Secretary shall be determined by the Authority, provided that a temporary appointee selected from among the Commissioners of the Authority shall serve without compensation(other than the payment of necessary expenses).

III. Article II Section VI is amended as follows:

The President and Vice-President shall be elected at the Annual Meeting of the Authority from among the Commissioners of the Authority and shall hold office for 1 year beginning at the first regularly scheduled commission meeting in the month following his/her election. Said officers shall serve until and shall continue to serve until they are removed or until their successions are elected and have qualified.

IV. Article III Section IV is amended as follows:

The Commission may call executive sessions to deal with any matters so long as said private meetings are in accordance with federal and state laws.

V. Article V Section I is amended as follows:

The Commissioners of the Authority shall comply with the provisions of Health & Safety Code Section 34274 as amended in the area of matters involving per diem payments at no more than four (4) meetings per month, traveling and subsistence expenses incurred in the discharge of duties. A meeting means any regular or special meeting of the Commission.

VI. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

Connie M. Perry
Counsel

Date May 25, 1983

Mr. Williams stated that since this is the annual meeting that it was the appropriate time to make amendments to the Bylaws which govern the San Francisco Housing Authority. The changes are underlined. There is one change that was overlooked and that is to change the meeting time from 10:00 a.m. to 9:30 a.m. Commissioner Chuck moved to so amend the changes to include the change in the meeting time to 9:30 a.m. Commissioner San Jule seconded the motion. The motion was Unanimously Adopted. Commissioner Chuck moved to adopt Resolution No. 2530 as amended and Commissioner Patterson seconded the motion. Resolution No. 2530 was UNANIMOUSLY ADOPTED.

c) President Cook adjourned the regular meeting of the Commission at 10:15 a.m. and went into the Annual Meeting for the election of officers.

President Cook stated that he has been the president for two and a half years and a Commissioner for four years, and it is time for him to step aside as President and allow someone else to take on the front line duties that are required of the President of this Housing Authority. Nominations were opened for the President of the Commission for the next year. President Cook moved to nominate Commissioner Elouise Westbrook as President. Commissioner San Jule seconded the motion. Commissioner Chuck moved to close the nominations. Commissioner Elouise Westbrook was voted President of the Commission by UNANIMOUS VOTE.

The nominations were opened for Vice-President. Commissioner San Jule moved to nominate James G. Fussell, Jr. Commissioner Chuck seconded the nomination.

Commissioner Patterson moved to nominate Betty Brooks. Commissioner Brooks seconded the motion.

A roll call vote was called. The first nomination was for James G. Fussell, Jr. The roll call vote was as follows:

Preston Cook	-	Aye
Betty Brooks	-	No
Joan M. San Jule	-	Aye
Beatrice Patterson	-	No
Elouise Westbrook	-	Aye
Reverend Harry Chuck	-	Aye

Having four aye votes, under the rules of this Commission, Commissioner Fussell was elected Vice President for the ensuing year.

Mr. Williams stated that, on behalf of the staff, he has enjoyed working with President Cook and Vice President Brooks during their tenure. They have provided a sense of direction and commitment to the Authority. Mr. Williams expressed his appreciation to Commissioners Cook and Brooks for their commitment, their professionalism and concern for a quality housing program.

d) Visitors: President Cook called on those visitors who filled out a card.

Katherine Hutchins (Sunnydale) - complained of the broken tile in her kitchen.

Lorraine Pardini (Sunnydale) - There are tenants dumping their garbage in the street and not in the bins.

Commissioner Westbrook introduced her co-workers from the Hospital, friends, family and staff people from the Redevelopment Agency who were in the audience.

Barbara Crenshaw (Sunnydale) - problem with her stove. Ms. Crenshaw suggested that the Authority bid out for a contractor who would repair the stoves and refrigerators. President Cook referred the matter of the stove and refrigerator policy to the Site and Design Committee.

Lucille Jackson (Sunnydale) - has been waiting since 1980 for a check for food damages.

Frankie Gates (Sunnydale) - asked what is going to be done with the area where the laundrymats are going to be torn down.

Kay Kardosky (Sunnydale) - needs her shelving fixed. Her kitchen and bathroom floor also need repair.

Roxie McCormick (Sunnydale) - thanked the Commission for holding their last meeting at Sunnydale.

Geraldine McCowan (Sunnydale) - having a problem with the Samoans using the community center. It is all right for them to use it but some decisions need to be made regarding hours, the noise, clean up and security.

Lawrence Baisley (Bernal) - having problems with his manager. He also stated that the recall election in Bernal was a mockery.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of May 26, 1983 was adjourned at 11:10 a.m.

PRESTON COOK
President

Carl L. Williams

CARL L. WILLIAMS
Secretary/Executive Director

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SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

Dianne Feinstein, *Mayor*
Preston Cook, *President*
Betty Brooks, *Vice President*
Joan Byrnes San Jule
Beatrice Patterson
Elouise Westbrook
James Fussell, Jr.
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

JUNE 6, 1983

PUBLIC NOTICE

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 9:30 A.M., THURSDAY, JUNE 9, 1983 AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

Carl L. Williams

CARL L. WILLIAMS

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REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, June 9, 1983
9:30 A.M. 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

T E N T A T I V E A G E N D A

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1. ROLL CALL:

   Elouise Westbrook, President
   James Fussell, Jr., Vice President
   Joan M. San Jule, Commissioner
   Preston Cook, Commissioner
   Betty Brooks, Commissioner
   Beatrice Patterson, Commissioner
   Reverend Harry Chuck, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

   (a) Resolution - Resolution in Support of Public Housing Project Cal. 1-41, 440 Turk Street.

   (b) Resolution - Resolution Acknowledging Receipt of, and Selecting a Turnkey Proposal for the Development of 440 Turk Street, Cal. 1-41.

Carl L. Williams

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held:
June 9, 1983

440 Turk Street
San Francisco, CA

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, June 9, 1983 at 9:30 a.m.

1. ROLL CALL:

The meeting was called to order by President Westbrook at 9:35 a.m.

Roll Call found the following members to be:

PRESENT: Elouise Westbrook, President
James G. Fussell, Jr., Vice President
Joan M. San Jule, Commissioner
Preston Cook, Commissioner
Beatrice Patterson, Commissioner
Reverend Harry Chuck, Commissioner

ABSENT: Betty Brooks, Commissioner

A quorum was present.

ALSO PRESENT: Carl L. Williams, Executive Director
Connie M. Perry, Legal Counsel

2. VISITORS:

Rose Mary Ozon, Plaza West
Nina Farcelledo, Senior Citizen Citywide Council
Cora Lee Menefee, Senior Citizen Citywide Council
Lillian D'Aquisto, Senior Citizen Citywide Council
Mary Lou McAllister, Valencia Gardens
Rosa Lee Urquhart, Senior Citizen Citywide Council
Ursula Anderson, Senior Citizen Citywide Council
Christine Neal, PHTA
Mary Ridout, Alice Griffith
Darlene Ridout, Alice Griffith
Anna Mae Brandao
Melvina Powell, Westside Courts
Comilia Brown, Plaza East

3. APPROVAL OF AGENDA:

Commissioner San Jule moved to accept the agenda of June 9, 1983 and Vice President Fussell seconded the motion. The agenda of June 9, 1983 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Vice President Fussell moved to approve the minutes of May 26, 1983 and Commissioner San Jule seconded the motion. The minutes of May 26, 1983 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None

6. REPORT OF SECRETARY:

Secretary Carl L. Williams reported on the following item: Two reports have been forwarded to the Commissioners. One of the reports pertains to the status of minority and resident hiring program of the contractors doing business with the Authority. A revised format for reporting has been used and he asked if there were any questions. Commissioner Cook requested that a breakdown be given of the number of residents employed by the Authority and the type of jobs held.

7. COMMITTEE REPORT:

President Westbrook made the following committee assignments:

Finance Committee:

James Fussell, Betty Brooks and Preston Cook

Tenant Relations Committee (formerly Site & Design Committee):

Joan San Jule, Reverend Harry Chuck and
Elouise Westbrook

Personnel Committee:

Betty Brooks, Beatrice Patterson and Joan San Jule

Commissioner Chuck moved to accept President Westbrook's Committee assignments and Commissioner San Jule seconded the motion. The motion was UNANIMOUSLY ACCEPTED.

8. REPORT OF COUNSEL:

None

9. TENANT REPRESENTATIVE REPORT:

Mrs. Ursula Anderson, representing the Senior Citizen Citywide Council expressed her congratulations to President Westbrook upon her election to the presidency.

10. UNFINISHED BUSINESS:

None

11. NEW BUSINESS:

Mr. Williams stated that the following two resolutions are concerning the selection of the developer for the 440 Turk Street site. An application was made to HUD sometime ago for funding to develop the site for senior citizen housing and office space for Housing Authority personnel.

a) RESOLUTION NO. 2531

RESOLUTION IN SUPPORT OF PUBLIC HOUSING PROJECT
CAL 1-41, 440 TURK STREET
* *

WHEREAS, the United States Housing Act of 1937 provides that there shall be local determination of the need for public housing to meet needs not being adequately met by private enterprise; and

WHEREAS, under the provisions of the United States Housing Act of 1937, the Department of Housing and Urban Development (HUD) is authorized to provide financial assistance to public housing agencies for such housing;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO AS FOLLOWS:

1. Determination of Need. The SFHA hereby determined that within its area of operation there is a need for low-income housing to meet needs not being adequately met by private enterprise.

2. Proposal for Housing Assistance. The Executive Director of the SFHA is hereby authorized to have prepared one proposal for public housing assistance for development of up to 89 dwelling units in conjunction with 25,000 square feet of office space for Authority use, known as Cal 1-41, to sign said proposal on behalf of the SFHA and to submit it to HUD, said dwelling units to be provided as follows: by new construction up to 89 dwelling units.

3. Annual Contributions Contract (ACC). When an ACC is forwarded by HUD to the SFHA for execution by the SFHA, the President or Vice President is hereby authorized to execute such ACC on behalf of the SFHA; and the Secretary is hereby authorized to impress and attest the official SFHA seal on each ACC counterpart and submit to HUD executed counterparts and related documents as required by HUD.

4. General Depositary Agreement. The President or Vice President is hereby authorized to execute on behalf of the SFHA a General Depositary Agreement(s) and/or Savings Depositary Agreement(s) each in the form approved by HUD; and the Secretary is hereby authorized to impress and attest the official SFHA seal on each counterpart and submit to HUD executed counterparts and related documents as required by HUD.

5. Funding for Project Development Cost. (a) In order to fund the Development Cost of housing projects pursuant to this resolution or any other resolution as may be required by HUD, the SFHA hereby authorizes the issuance of obligations in its name at such times, in such amounts, and on such terms and conditions as HUD may direct or approve in accordance with the ACC.

(b) The President or Vice President is hereby authorized to prepare and execute such SFHA obligations; and the Secretary is hereby authorized to impress and attest the official SFHA seal, deliver the obligations to HUD or such other lenders as HUD may direct, and accept payment therefor or cause payment to be made as directed or approved by HUD in accordance with the ACC.

(c) Each such SFHA obligation shall be secured in such manner as may be provided and/or required by HUD in accordance with the ACC. All proceeds from such SFHA obligations shall be deposited and used only as approved by HUD in accordance with the ACC.

6. HUD Regulations. In connection with the development and operation of any program or activity receiving federal financial assistance under the United States Housing Act of 1937, the SFHA will comply with all requirements under the applicable regulations of the Department of Housing and Urban Development, 24 CFR 841 or 24 CFR 805, as appropriate, and all HUD regulations relating to the operation of public housing projects.

7. Meaning of Terms. All terms used in this resolution which are defined in the ACC shall have the meanings given to them in the ACC.

8. Effective Date. This resolution shall take effect immediately.

APPROVED AS TO FORM:

_____
Counsel

_____
Date

Commissioner San Jule moved to approve Resolution No. 2531 and Commissioner Patterson seconded the motion. Resolution No. 2531 was UNANIMOUSLY APPROVED.

b) RESOLUTION NO. 2532

RESOLUTION ACKNOWLEDGING RECEIPT OF, AND SELECTING A TURNKEY PROPOSAL FOR THE DEVELOPMENT OF 440 TURK STREET, SAN FRANCISCO, CAL 1-41

* *

WHEREAS, this Authority proposes to construct low-rent housing units in conjunction with new Housing Authority Central office spaces as evidenced by Resolution 2436; and

WHEREAS, the HUD-Area Office is reserving funds for the construction of 89 units for the elderly and 25,000 square feet of office space under the turnkey method; and

WHEREAS, the Housing Authority prepared a Request for Proposals (RFP) for the development of the 440 Turk Street property; and

WHEREAS, the Authority received the following responses to the RFP:

Central City Developers, Inc.	for	$8,642,964
High Sierra Construction Co.	for	$8,561,518
Hardison, Komatsu, Ivelich, Tucker	for	$9,190,420
Forest-City Dillon, Inc.	for	$9,577,723
National Medical Ent., Inc.	for	$8,000,000
Overaa & Co.	for	$8,526,000
Carl Holvick Co.	for	$11,422,500
Thomas Hsieh	for	$9,908,149

WHEREAS, the Authority reviewed all aspects of the proposals;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The proposal submitted by Central City Developers in the amount of $8,642,964, having received the highest ranking, is approved for submission to the San Francisco Area Office of HUD for their review.

2. This resolution shall take effect immediately.

APPROVED AS TO FORM:

_____
Counsel

Date_____

Commissioner Cook moved to approve Resolution No. 2532 and Vice President Fussell seconded the motion. Resolution No. 2532 was UNANIMOUSLY APPROVED.

Mr. Williams introduced Mr. Clifton Jeffers, one of the principals of Central City Developers, Inc. Mr. Jeffers introduced Mr. Welton Flynn, another principal of Central City who expressed his appreciation to the Commission for the adoption of the resolution. Mr. Flynn stated that his team is committed to doing a first rate job for the Authority. They are looking forward to working with the Commission, the staff and the other agencies necessary to bring this development to fruition.

c) Visitors:

Tenants and friends in the audience expressed their congratulations and well wishes to President Westbrook upon her election.

President Westbrook called on those wishing to address the Commission regarding their concerns.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of June 9, 1983 was adjourned at 10:10 a.m.

ELOUISE WESTBROOK, President

CARL L. WILLIAMS
Secretary/Executive Director

PRESTON COOK

SAN FRANCISCO HOUSING AUTHORITY

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JUNE 20, 1983

PUBLIC NOTICE

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 9:30 A.M., THURSDAY, JUNE 23, 1983 AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

Carl L. Williams

CARL L. WILLIAMS
SECRETARY/EXECUTIVE DIRECTOR

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REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY
COMMISSION WILL BE HELD ON THURSDAY June 23, 1983
9:30 A.M, 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

TENTATIVE AGENDA

* * * * * * * * * * * * * * *

1. ROLL CALL:

   Elouise Westbrook, President
   James Fussell, Jr., Vice President
   Joan M. San Jule, Commissioner
   Preston Cook
   Betty Brooks
   Beatrice Patterson
   Reverend Harry Chuck

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2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

   (a) Resolution - Resolution Authorizing the Leased Housing Department to Apply for Fiscal Year 1983 Funds for Section Eight Existing Housing Program.

   (b) Resolution - Resolution Approving 1984 Community Development Progam for the San Francisco Housing Authority and Submitting this 1984 Program to the Mayor's Office of Community Development.

Carl L. Williams
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

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Minutes

Regular Meeting Held:
June 23, 1983

440 Turk Street
San Francisco, CA

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, June 23, 1983 at 9:30 a.m.

1. ROLL CALL:

The meeting was called to order by President Westbrook at 9:40 a.m.

Roll call found the following members to be:

PRESENT: Elouise Westbrook, President
James G. Fussell, Jr., Vice President
Joan M. San Jule, Commissioner
Preston Cook, Commissioner
Betty Brooks, Commissioner
Beatrice Patterson, Commissioner
Reverend Harry Chuck, Commissioner

A quorum was present.

ALSO PRESENT: Carl L. Williams, Executive Director

2. VISITORS:

Juanita Butler, Bernal
Florine Johnson, Hunters Point A
Charles Ryan
Jewel Green, Hunters View
Father Gary Pometta, Our Lady of Lourdes
Katherine Hutchins, Sunnydale
Christine Neal, PHTA
Melvina Powell, Westside Courts
Noretha Wolridge
Ramona Hair
Queen Esther Pitre, Sunnydale
Lucille Jackson, Sunnydale
Kay Kardosky, Sunnydale
Roxie McCormick, Sunnydale
Lawrence Baisley, Bernal
Rick Hansen, PHTA
Dollie Smith, Westbrook
Lillian Phillips
Annie Mae Rose, Sunnydale
Mrs. Uruquhart
Lillian Knight
Ms. Collins, Westside

3. APPROVAL OF AGENDA:

Commissioner Chuck amended the agenda to include as the last item on the agenda: Discussion of Garbage Bin Issue. Commissioner San Jule seconded the motion. The agenda as amended was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Cook moved to approve the minutes of June 9, 1983 and Commissioner San Jule seconded the motion. The minutes of June 9, 1983 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None

6. REPORT OF SECRETARY:

Mr. Williams gave an update on the letter from President Westbrook to Mayor Feinstein regarding the removal of the dumpsters in Potrero Terrace, Potrero Annex and Hunters View. The estimated cost for once-a-week pick up of cans in Potrero Terrace and Potrero Annex is going to be approximately $102,000 for the next fiscal year beginning October 1983. Commissioner Cook asked what the cost is for Hunters View. Mr. Williams informed him that those figures have not come in yet from the Sunset Scavenger Company.

7. COMMITTEE REPORT:

None

8. REPORT OF COUNSEL:

None

9. TENANT REPRESENTATIVE REPORT:

None. President Westbrook stated that she would like to have a report from PHTA at every Commission meeting.

10. UNFINISHED BUSINESS:

None

(a)

RESOLUTION NO. 2533

****

RESOLUTION AUTHORIZING THE LEASED HOUSING DEPARTMENT TO APPLY FOR FISCAL YEAR '83 FUNDS FOR SECTION 8 EXISTING HOUSING PROGRAM

****

WHEREAS, the approved Housing Assistance Plan for the City and County of San Francisco includes the need to provide additional housing for low and very-low income families by subsidizing the rental of existing standard units in the City and County of San Francisco by means provided under the Section 8 Programs administered by the Department of Housing and Urban Development (HUD); and

WHEREAS, the San Francisco Housing Authority has been notified by the Department of Housing and Urban Development that fiscal year 1983 allocations for the Section 8 Program may be made available and that the San Francisco Housing Authority should apply for these funds; and

WHEREAS, the Executive Director of the San Francisco Housing Authority designated the Leased Housing Department as the Department responsible for administering the Section 8 Program and preparing applications for Section 8 funds.

NOW, THEREFORE BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO AS FOLLOWS:

I. The Leased Housing Department of the San Francisco Housing Authority is hereby authorized to submit applications to the Department of Housing and Urban Development for fiscal year 1983 funds for the Section 8 Existing Housing Program.

II. That this Resolution shall become effective immediately.

III. That should any conflict arise between this Resolution and any other Resolution of the Authority heretofore adopted and now in force and effect, this Resolution shall prevail to the extent of such conflict.

APPROVED AS TO FORM:

_____

CONNIE PERRY, LEGAL COUNSEL

DATED: _____

Mr. Williams stated that this resolution will authorize the Authority to file the appropriate papers to the HUD Area Office so that an additional 100 units of Section 8 Housing can be obtained. These units have been recaptured from other areas and HUD had notified the Authority that they are available. Vice President Fussell moved to adopt Resolution No. 2533 and Commissioner Brooks seconded the motion. Resolution No. 2533 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 2534

RESOLUTION APPROVING THE 1984 COMMUNITY DEVELOPMENT PROGRAM FOR THE SAN FRANCISCO HOUSING AUTHORITY AND AUTHORIZING SUBMITTING THIS 1984 PROGRAM TO THE MAYOR'S OFFICE OF COMMUNITY DEVELOPMENT.

WHEREAS, the Community Development Program in San Francisco contains a program activity entitled: "Rehabilitation of Public Housing"; and

WHEREAS, the San Francisco Housing Authority has applied for funds since the inception of the Community Development Program for the rehabilitation of its existing housing stock; and

WHEREAS, the Community Development Program allocations have been successfully utilized in improving the San Francisco Public Housing Projects,

NOW THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the attached Summary of the 1984 Community Development Program is hereby approved.

2. That the Executive Director of this Authority be and he is hereby authorized to forward said program in as many counterparts as may be required together with certified copies of this Resolution to the Mayor's Office of Community Development.

3. Furthermore, that the Executive Director of this Authority be and he is hereby directed to do all things necessary and proper to pursue the implementation of the 1983 Community Development Program.

APPROVED AS TO FORM:

_____
GENERAL COUNSEL

DATE: _____

Mr. Williams stated that this resolution authorizes a request for funding to the Mayor's Office of Housing and Community Development. A number of requests have been received from various tenant organizations and they are also included in the proposal.

Commissioner Cook moved to adopt Resolution No. 2534 and Commissioner Chuck seconded the motion. Resolution No. 2534 was UNANIMOUSLY ADOPTED.

(c) Discussion of Garbage Bin Issue:

Commissioner Cook moved that the Authority keep the dumpsters in all of the areas where they are presently located with the exception of those areas where they Mayor requested their removal which is Potrero Terrace, Potrero Annex and Hunters View. For the purposes of discussion, Vice President Fussell seconded the motion.

At the request of Vice President Fussell, Mr. Williams summarized the situation regarding the garbage bins. Mr. Williams also reviewed his memorandum to the Commissioners dated June 21, 1983 regarding the removal of the garbage bins from all the areas.

President Westbrook requested that each of the Commissioners express their views regarding this situation. After further discussions, the motion before the Commission was amended by Commissioner Cook to include that staff hold meetings immediately with tenant organizations in those areas where there are dumpsters to see if dumpsters can be made workable.

The roll call vote on the amended motion was as follows:

Elouise Westbrook - Yes
James Fussell - Yes
Preston Cook - Yes
Betty Brooks - No
Beatrice Patterson - No
Harry Chuck - Yes
Joan San Jule - Yes

The motion carries.

(d) President Westbrook called on members of the audience who wished to address the Commission regarding the garbage bin issue and other concerns.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of June 23, 1983 was adjourned at 12:10 p.m.

Carl L. Williams

CARL L. WILLIAMS
Secretary/Executive Director

ELOUISE WESTBROOK, President

James Fussell, Jr., Vice President

SAN FRANCISCO HOUSING AUTHORITY

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Dianne Feinstein, *Mayor*
Elouise Westbrook, *President*
James Fussell, Jr., *Vice President*
Joan M. San Jule
Preston Cook
Betty Brooks
Beatrice Patterson
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

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July 8, 1983

PUBLIC NOTICE

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 9:30 A.M., THURSDAY, JULY 14, 1983 AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

Carl L. Williams
Secretary/Executive Director

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REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY
COMMISSION WILL BE HELD ON THURSDAY July 14, 1983
9:30 A.M, 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

TENTATIVE AGENDA

* * * * * * * * * * * * * * *

1. ROLL CALL:

   Elouise Westbrook, President
   James Fussell, Jr., Vice President
   Joan M. San Jule, Commissioner
   Preston Cook
   Betty Brooks
   Beatrice Patterson
   Reverend Harry Chuck

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2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

   (a) Resolution - Resolution Commending John A. Crowder on the Occasion of His Retirement from the Housing Authority of the City and County of San Francisco.

   (b) Resolution - Resoluting Approving Operating Budget for the Period October 1, 1983 to September 30, 1984 covering Low Rent Projects Under Contract SF-255

   (c) Resolution - Resolution Approving the Section 8 Aftercare Operating Budget for the Period of July 1, 1983 to June 30, 1984.

   (d) Resolution - Resolution Approving the Fiscal Year 1983-84 Operating Budget for the Section 8 Existing Housing Assistance Payments Program

   (e) Resolution - Resolution Authorizing Travel to San Diego, Calif., October 9-12, 1983, to Attend NAHRO'S National Convention and Exhibition.

Carl L. Williams
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held:
July 14, 1983

440 Turk Street
San Francisco, CA

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, July 14, 1983 at 9:30 a.m.

1. ROLL CALL:

The meeting was called to order by President Westbrook at 9:40 a.m.

Roll call found the following members to be:

PRESENT: Elouise Westbrook, President
James G. Fussell, Jr., Vice President
Joan M. San Jule, Commissioner
Preston Cook, Commissioner
Betty Brooks, Commissioner
Beatrice Patterson, Commissioner
Reverend Harry Chuck, Commissioner

A quorum was present.

ALSO PRESENT: Carl L. Williams, Executive Director

2. VISITORS:

Melvina Powell, Westside Courts
Rick Hansen, PHTA
Frankie Gates, Sunnydale
Christine Neal, PHTA
Queen Esther Pitre, Sunnydale
Jacqueline Robinson
Samuel Powell
Jimmie Mumphery
Bobbie Jean Sanders
Juanita Butler, Bernal

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3. APPROVAL OF AGENDA:

Commissioner Chuck moved to approve the agenda of July 14, 1983 and Vice President Fussell seconded the motion. The agenda of July 14, 1983 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Brooks moved to approve the minutes of June 23, 1983 and Vice President Fussell seconded the motion. The minutes of June 23, 1983 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Mr. Williams called attention to a letter from the Ping Yuen Resident Association indicating that today, July 14, they are going to have a ceremony for the newly elected officers at 2:00.

6. REPORT OF SECRETARY:

Secretary Carl L. Williams reported on the following items:

a) The Hunters Point Community along with Mayor Feinstein is sponsoring a program on Saturday, July 16, at Hunters Point honoring President Elouise Westbrook from 10:00 a.m. - 4:00 p.m. at 140 Whitney Young Circle.

b) The report on the status of resident employment has been provided to the Commission. Mr. Mason, Affirmative Action Officer, reviewed the report and answered questions raised by the Commissioners.

c) The Authority is working with the school district, the Department of Agriculture and the summer food program. There are 18 sites in public housing where meals are being served to young people, once a day. At the end of June, the Authority was serving 2,200 meals a day at the 18 sites. The program will run to August 26.

7. COMMITTEE REPORT:

Vice President Fussell, Chairman of the Finance Committee, reported that the Finance Committee met July 7, 1983 to consider the budget for the upcoming fiscal year. He reported that the Mayor also met with him, Commissioner Cook, President Westbrook and Authority staff. The Mayor showed a very strong interest in the Authority, in the budget and in doing whatever she could to promote the Authority's interest with the Department of Housing and Urban Development.

8. REPORT OF COUNSEL:

The Legal Action Summary has been submitted by Counsel.

9. TENANT REPRESENTATIVE REPORT:

Mr. Rick Hansen, newly-elected President of PHTA, introduced the new officers of PHTA:

Rick Hansen (North Beach) - President
Lillian Robinson (Bernal) - 1st Vice President
Roxie McCormick (Sunnydale) - 2nd Vice President
LaWanna Potts (Potrero) - Recording Secretary
Mary Perata (North Beach) - Corresponding Secretary
(Ms. Perata just resigned because she is going back to school)
Mary Ridout (Alice Griffith) - Treasurer
Mary Swanson (Westside Courts) - Parliamentarian

Mr. Hansen thanked the Commission and staff for the letters, phone calls and personal congratulations to the new officers of PHTA.

Mr. Hansen reported on the following items: a) PHTA and Authority staff are working on getting PHTA's finances in order. b) The lawsuit between PHTA and the Authority is now reaching settlement. PHTA has voted to support the settlement document and will do their best to fulfill PHTA's responsibility. c) In order to resolve PHTA's transportation problems, PHTA is requesting a station wagon for general transportation and a loaner van to be used on meeting days. d) PHTA just voted and approved a resolution at their last meeting to set forth three new goals for the organization in addition to the usual activities: 1) To have an old-fashioned Labor Day Picnic; 2) To establish a voter registration drive in every project in the city; 3) to do some fund-raising for PHTA.

10. UNFINISHED BUSINESS

None

11. NEW BUSINESS:

a) RESOLUTION NO. 2535
* * * * * * * * * * *

RESOLUTION COMMENDING JOHN A. CROWDER ON THE OCCASION OF HIS RETIREMENT FROM THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO
* *

WHEREAS, John A. Crowder will retire on July 22, 1983 after having served in the employ of the Housing Authority of the City and County of San Francisco for twenty-five years and four months; and

WHEREAS, Mr. Crowder first came to the Housing Authority on March 17, 1953; and

WHEREAS, over the years Mr. Crowder has worked as an Architectural Draftsman, Project Planner, Senior Draftsman, Manager of Technical Services, Contracting Officer, and Chief of Project Development; and

WHEREAS, during his tenure with the Housing Authority, Mr. Crowder diligently performed his duties and was dedicated in his steadfastness and reliability;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

I. That this Commission extends to Mr. Crowder its appreciation for long and faithful service.

II. That this Commission extends its best wishes for a happy retirement.

/s/ Elouise Westbrook
Elouise Westbrook, President

/s/ James Fussell, Jr.
James Fussell, Vice President

/s/ Joan M. San Jule
Joan M. San Jule

/s/ Betty Brooks
Betty Brooks

/s/ Preston Cook
Preston Cook

/s/ Beatrice Patterson
Beatrice Patterson

/s/ Reverend Harry Chuck
Reverend Harry Chuck

/s/ Carl L. Williams
Carl L. Williams,
Secretary/Executive Director

Mr. Williams introduced John A. Crowder who is retiring from the Authority after 25 years of service. Mr. Crowder thanked the Commission for the resolution. The audience and the Commission applauded Mr. Crowder and wished him a happy retirement.

Commissioner Cook moved to adopt Resolution No. 2535 and Commissioner Brooks seconded the motion. Resolution No. 2535 was UNANIMOUSLY ADOPTED.

Mr. Williams stated that the following three resolutions are companion matters that were taken up by the Finance Committee in their meeting of July 7, 1983.

b)

RESOLUTION NO. 2536

RESOLUTION APPROVING OPERATING BUDGET FOR THE PERIOD
OCTOBER 1, 1983 TO SEPTEMBER 30, 1984
COVERING LOW RENT PROJECTS UNDER CONTRACT SF-255
****

WHEREAS, there is attached hereto and marked "Exhibit A", the budget in summary form for Low Rent project operations under Contract SF-255 covering the fiscal operation period October 1, 1983 through September 30, 1984; and

WHEREAS, the budget document marked "Exhibit A" is based at 100% operating subsidy, which is full Performance Funding System (PFS) eligibility; and

WHEREAS, the Commission has reviewed the aforesaid budget and determines that the proposed expenditures are necessary in the efficient and economical operation of the Housing Authority for the purpose of serving low income families and that the financial plan is reasonable in that it indicates a source of funding adequate to cover all proposed expenditures and that it does not provide for Federal funding in excess of that payable under the provisions of the current Performance Funding System regulations, and that all proposed rental charges and expenditures will be consistent with provisions of law and Annual Contributions Contract; and

WHEREAS, the San Francisco Housing Authority certifies that it is in compliance with Section 207(A), Part II, of the Annual Contributions Contract, and the rents have been or will be adjusted in accordance with the HUD approved rent schedule;

WHEREAS, pursuant to the rent schedule approved by HUD, the San Francisco Housing Authority certified that it is in compliance with the provisions of Section 860.407 of Part 860, Sub-part D of the Interim Report published September 26, 1975 in that the aggregate annual gross rent of families residing in the dwelling units for the fiscal year beginning October 1, 1983 will not be less than that amount equal to one-fifth (1/5) of the sum of the "Family Income" as defined in 24CFR860.403 (f), of all such families, as amended and in compliance with HUD Interim Rule H-82-38.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

(1) That the budget marked "Exhibit A" attached hereto is hereby approved for submission ot HUD Area Office.

Attachment

APPROVED AS TO FORM:

_____
CONNIE M. PERRY, Legal Counsel

DATE: _____

Commissioner Cook moved to adopt Resolution No. 2536 and Commissioner Brooks seconded the motion. Resolution No. 2536 was UNANIMOUSLY ADOPTED.

c) RESOLUTION NO. 2537

RESOLUTION APPROVING THE SECTION 8 AFTERCARE OPERATING BUDGET FOR THE PERIOD OF JULY 1, 1983 TO JUNE 30, 1984

* *

WHEREAS, THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO (hereinafter referred to as the "PHA") entered into a Section 8 Aftercare Annual Contributions Contract on March 1, 1978 (as Amended), with the State of California's Department of Housing and Community Development (hereinafter referred to as "Government"); and

WHEREAS, the State of California Department of Housing and Community Development has established, July 1, thru June 30 as the fiscal year for the Section 8 Aftercare Program; and

WHEREAS, there is attached hereto, marked "Exhibit A" the budget in appropriate form for the Section 8 Aftercare Program under Contract 623 A2-1 covering the fiscal operating period of July 1, 1983 to June 30, 1984; and

WHEREAS, this Commission has reviewed the aforesaid budget and determines that the proposed expenditures are necessary in the efficient and economical operation of the Housing Authority for the purpose of serving low income families and the financial plan is reasonable in that it indicates a source of funding adequate to cover all proposed expenditures and that it does not provide for Federal funding in excess of that payable under provision of HUD Notice HM 75-20 (LHA) dated April 29, 1975. That all proposed rental charges and expenditures will be consistent with provisions of law and the Annual Contributions Contract.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO, THAT:

(1) The Budget marked "Exhibit A" attached hereto, is hereby approved for submission to the HUD Area Office and the State of California Department of Housing and Community Development.

APPROVED AS TO FORM:

_____

CONNIE M. PERRY,
Legal Counsel

DATE: _____

d)

RESOLUTION NO. 2538

RESOLUTION APPROVING THE FISCAL YEAR 1983-84
OPERATING BUDGET FOR THE SECTION 8 EXISTING
HOUSING ASSISTANCE PAYMENTS PROGRAM
****

WHEREAS, there is attached hereto and marked "Exhibit A" the budget in summary form for the Section 8 Housing Assistance Payments Program under contract SF-618 covering the fiscal operating period October 1, 1983 to September 30, 1983; and

WHEREAS, this Commission has reviewed the aforesaid budget and determines that the proposed expenditures are necessary in the efficient and economical operation of the Housing Authority for the purposes of serving low income families and the financial plan is to cover all proposed expenditures and that it does not provide for Federal funding in excess of that payable under provision of HUD Notice HM 75-20 (LHA) dated April 29, 1975. That all proposed rental charges and expenditrues will be consistent with provisions of law and the Annual Contributions Contract.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

(1) That the revised budget marked "Exhibit A", attached hereto, is hereby approved for submission to the HUD Area Office.

APPROVED AS TO FORM:

_____
CONNIE M. PERRY
Legal Counsel

DATE:_____

Vice President Fussell moved to adopt Resolution Nos. 2537 and 2538 and Commissioner Chuck seconded the motion. Resolution Nos. 2537 and 2538 were UNANIMOUSLY ADOPTED.

e) RESOLUTION NO. 2539
* * * * * * * * * * * *

RESOLUTION AUTHORIZING TRAVEL TO SAN DIEGO, CALIFORNIA OCTOBER 9-12, 1983, TO ATTEND NAHRO'S NATIONAL CONVENTION AND EXHIBITION
* *

WHEREAS, the National Association of Housing and Redevelopment Officials, is holding its National Convention in San Diego, California, October 9-12, 1983; and

WHEREAS, the San Francisco Housing Authority is a member of the National Association of Housing and Redevelopment Officials; and

WHEREAS, the workshops will deal in matters of interest and relevancy to the programs of the San Francisco Housing Authority; and

WHEREAS, this Authority deems that attendance by Commissioners and staff at NAHRO's National Convention is important and essential to the Authority's conduct of its low-rent housing programs:

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

I. That such members of the Commission and staff as determined by the Commission and Executive Director be authorized to travel to San Diego, California October 9-12, 1983 for the purpose of attending the aforementioned National Convention.

II. That no more than two Commissioners and/or two staff members and the Executive Director will be permitted to attend this Convention.

III. That travel be in conformance with the rules and regulations of the travel polices of this Authority.

IV. That this Resolution shall become effective immediately.

APPROVED AS TO FORM:

_____
Counsel

_____
Date

Mr. Williams stated that this resolution is in regard to authorization for travel to the annual national convention of the National Association of Housing and Redevelopment Officials (NAHRO). The convention is being held this year in San Diego, California on October 9-12. Mr. Williams reminded the Commission that in 1978 the Commission passed a travel resolution that placed some limitations on the number of staff and Commissioners that could attend a meeting of this kind. Under that resolution, no more than two Commissioners at any one time can attend this kind of meeting. He noted that travel over the past two years has been very minimal on the part of staff and the Commissioners.

Commissioner San Jule proposed that as many Commissioners who want to go, attend this conference because a lot could be learned at a national convention of NAHRO. Mr. Williams stated that in order to do that the travel policy has to be amended and that would require further Commission action. He proposed reviewing that resolution at a future meeting.

President Westbrook agreed with Commissioner San Jule that it was important to attend a national convention and that perhaps the travel policy could be amended to allow more Commissioners and staff to attend a national conference.

Commissioner Cook moved to adopt Resolution No. 2539 and Commissioner Brooks seconded the motion. Resolution No. 2539 was UNANIMOUSLY ADOPTED.

f) Visitors - President Westbrook called on those who filled out cards wishing to address the Commission.

2. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of July 14, 1983 was adjourned at 10:55 a.m.

_____
ELOUISE WESTBROOK, President

_____
ARL L. WILLIAMS
ecretary/Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

Dianne Feinstein, *Mayor*
Elouise Westbrook, *President*
James Fussell, Jr., *Vice President*
Joan M. San Jule
Preston Cook
Betty Brooks
Beatrice Patterson
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

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7/28/83

July 22, 1983

PUBLIC NOTICE

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 9:30 A.M., THURSDAY, JULY 28, 1983 AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

Barney Deasy
Acting Secretary/Executive Director

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7/28/83

REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY
COMMISSION WILL BE HELD ON THURSDAY, July 28, 1983
9:30 A.M, 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

T E N T A T I V E A G E N D A

* * * * * * * * * * * * * * *

1. ROLL CALL:

   Elouise Westbrook, President
   James Fussell, Jr., Vice President
   Joan M. San Jule, Commissioner
   Preston Cook
   Betty Brooks
   Beatrice Patterson
   Reverend Harry Chuck

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

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7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

   (a) Resolution - Resolution Commending Fern L. Lawrence on the Occasion of Her Retirement from the Housing Authority of the City and County of San Francisco.

   (b) Resolution - Authorizing the Execution of a contract with Richard Schadt & Associates to conduct a landscape seminar/workshop for San Francisco Housing Authority Staff.

   Status Report Regarding Vacant Units.

Barney Deasy
Acting Executive Director/Secretary

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7/28/83

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

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Regular Meeting Held:
July 28, 1983

440 Turk Street
San Francisco, CA

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, July 28, 1983 at 9:30 a.m.

1. ROLL CALL:

The meeting was called to order by President Westbrook at 9:35 a.m.

Roll call found the following members to be:

PRESENT: Elouise Westbrook, President
James G. Fussell, Jr., Vice President
Joan M. San Jule, Commissioner
Preston Cook, Commissioner
Betty Brooks, Commissioner
Beatrice Patterson, Commissioner
Reverend Harry Chuck, Commissioner
(arrived 9:50)

A quorum was present.

ALSO PRESENT: Bernard T. Deasy, Deputy Executive Director

2. VISITORS:

Christine Neal, PHTA
Lillie Zinnerman, HUD
Jimmie Mumphery, Hunters View
Lucille Jackson, Sunnydale
Ms. Blakely, Potrero

3. APPROVAL OF AGENDA:

Vice President Fussell moved to approve the agenda of July 28, 1983 and Commissioner Brooks seconded the motion. The agenda of July 28, 1983 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Vice President Fussell moved to approve the minutes of July 14, 1983 and Commissioner Cook seconded the motion. The minutes of July 14, 1983 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None

6. REPORT OF SECRETARY:

None

7. COMMITTEE REPORT:

None

8. REPORT OF COUNSEL:

None

9. TENANT REPRESENTATIVE REPORT:

Rick Hansen, President of PHTA, reported that they had a very good meeting with Jim Williams and Dennis Guest. They are still working on resolving PHTA's finances, and he requested a meeting with the Finance Committee.

10. UNFINISHED BUSINESS:

Commissioner Cook expressed his concern regarding the number of work orders being serviced by the plumbers. He asked that staff look into the matter and report back to the Commission.

11. NEW BUSINESS:

(a) RESOLUTION NO. 2540

RESOLUTION COMMENDING FERN L. LAWRENCE ON THE OCCASION OF HER RETIREMENT FROM THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO

* *

WHEREAS, Fern L. Lawrence did enter the employ of the Housing Authority of the City and County of San Francisco on May 8, 1963; and

WHEREAS, Ms. Lawrence during her tenure of twenty years and two months did faithfully and diligently discharge her duties and responsibilities as an employee of this Authority; and

NOW, THEREFORE, BE IT RESOLVED THAT THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO, meeting this 28th day of July, 1983, acting on its behalf and for the staff of this Authority deems it fitting and proper that it hereby extend to Ms. Lawrence its deep appreciation for her many years of service and its warmest wishes for a long, happy and healthy retirement.

Mr. Deasy introduced Ms. Fern Lawrence who is retiring from the Authority after 20 years of service. He thanked and congratulated Ms. Lawrence for 20 years of good service. The audience and the Commission applauded Ms. Lawrence and wished her a happy retirement.

Commissioner Cook moved to adopt Resolution No. 2540 and Vice President Fussell seconded the motion. Resolution No. 2540 was UNANIMOUSLY ADOPTED.

(b)

RESOLUTION NO. 2541
* * * * * * * * * * * * * *

RESOLUTION AUTHORIZING THE EXECUTION OF
A CONTRACT WITH RICHARD SCHADT ASSOCIATES
TO CONDUCT A LANDSCAPE SEMINAR/WORKSHOP
FOR AUTHORITY STAFF
* *

WHEREAS, one of the major responsibilities of the Authority is to plan and maintain the extensive open space areas in its projects in a neat and attractive way; and

WHEREAS, proper maintenance and planning of such areas requires a knowledge of design principles, soils, plants, irrigation and current maintenance techniques; and

WHEREAS, the Landscape Architecture firm of Richard Schadt Associates, in association with other specialists, has proposed to provide expert advice in these areas in the form of several seminar/workshops and a detailed maintenance manual for Authority staff.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to enter into a contract with Richard Schadt Associates, Inc. to provide landscape seminar/workshops and a maintenance manual to assist Authority staff in the planning and maintenance of open space areas, and

2. Contract not to exceed $11,000 which includes those costs as set forth in the Richard Schadt Associates, Inc. proposal dated May 18, 1983.

APPROVED AS TO FORM:

_____

_____
DATE:

Mr. Deasy stated that it has been recognized that there is a need to increase the knowledge and ability of the maintenance managers in the area of landscaping. Richard Schadt & Associates will be conducting workshops and seminars and will also produce an operations manual or handbook in each area so that the level of landscaping services can be improved.

Vice President Fussell moved to adopt Resolution No. 2541 and Commissioner San Jule seconded the motion. Resolution No. 2541 was UNANIMOUSLY ADOPTED.

(c) STATUS REPORT REGARDING VACANT UNITS

Mr. Deasy reviewed the Status Report regarding vacant units that had been submitted to the Commission. During the last two months there has been a slight increase in the number of vacant units in the Authority's inventory. The increase is attributable primarily to the high turnover which normally occurs during the summer months. Mr. Deasy stated that the streamlined rentals and application process is operating on an efficient basis. There is still a high rejection rate with potential tenants. The main reason for not accepting a unit is location. A lengthy discussion followed between Mr. Deasy, Dennis Guest, Director of Housing Management, and the Commission.

(d) VISITORS:

President Westbrook called on members of the audience who had filled out cards wishing to address the Commission regarding their concerns.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of July 28, 1983 was adjourned at 11:30 a.m.

_____
ELOUISE WESTBROOK
President

_____
BERNARD T. DEASY
Deputy Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

Dianne Feinstein, *Mayor*
Elouise Westbrook, *President*
James Fussell, Jr., *Vice President*
Joan M. San Jule
Preston Cook
Betty Brooks
Beatrice Patterson
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

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8/11/83

AUGUST 4, 1983

PUBLIC NOTICE

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 9:30 A.M., THURSDAY, AUGUST 11, 1983 AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

Carl L. Williams
Secretary/Executive Director

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REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY
COMMISSION WILL BE HELD ON THURSDAY August 11, 1983
9:30 A.M, 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

TENTATIVE AGENDA

* * * * * * * * * * * * * * * *

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1. ROLL CALL:

   Elouise Westbrook, President
   James Fussell, Jr., Vice President
   Joan M. San Jule, Commissioner
   Preston Cook
   Betty Brooks
   Beatrice Patterson
   Reverend Harry Chuck

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

   (a) - Presentation of Awards to Plaza West Young Adults for Design Competition.

   (b) Resolution - Resolution Approving the Final Application to the Department of Housing and Urban Development for Fiscal Year 1983 Comprehensive Improvement Assistance Program Funds For Yerba Buena Plaza, Cal. 1-18(2) and Yerba Buena Plaza Annex, Cal. 1-18(5).

   (c) Resolution - Resolution Approving the Submission of the 1983-84 Section 8 Existing Housing Budget to the Department of Housing and Urban Development

NEW BUSINESS Cont'd.

(d) Resolution - Authorizing Award of Contract for Demolition of Vacant Buildings in the Alice Griffith Project Area.

(e) - Discussion of Plumber's Performance and Productivity.

12. ADJOURNMENT:

Carl L. Williams
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held:
Thursday, August 11, 1983

440 Turk Street
San Francisco, California

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, August 11, 1983 at 9:30 a.m.

1. ROLL CALL:

The meeting was called to order by President Westbrook at 9:30 a.m.

Roll Call found the following members to be:

PRESENT: Elouise Westbrook, President
James G. Fussell, Jr., Vice President
Joan M. San Jule, Commissioner
Preston Cook, Commissioner
Betty Brooks, Commissioner
Beatrice Patterson, Commissioner

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ABSENT: Reverend Harry Chuck, Commissioner

A quorum was present.

ALSO PRESENT: Carl L. Williams, Executive Director

2. VISITORS:

Eva Mae Williams, Plaza West
Christine Neal, PHTA
Juanita Butler, Bernal

3. APPROVAL OF AGENDA:

Commissioner San Jule moved to approve the agenda of August 11, 1983 and Commissioner Brooks seconded the motion. The agenda of August 11, 1983 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Vice President Fussell moved to approve the minutes of July 28, 1983 and Commissioner Patterson seconded the motion. The minutes of July 28, 1983 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Mr. Williams stated that a proposal from Aspen Group West, Inc. has been received. A copy of the proposal has been forwarded to the Commission. Staff met with representatives of the Aspen Group along with Bill Witte of the Mayor's office. At the Finance Committee meeting today, August 11, 1983 at 4:30 representatives of the Aspen Group will be in attendance so that the Finance Committee can take a closer look at the proposal.

6. REPORT OF SECRETARY:

Secretary Carl L. Williams reported on the following matters:

1) A revised vacate summary report has been passed out to the Commission incorporating the changes that were suggested at the last meeting.

2) As previously requested by Commissioner Chuck, a survey of the recreational facilities has been distributed to the Commission. The Tenant Relations Committee will be reviewing this matter further.

3) A request has been made by the Potrero Tenants Association that the Authority delay the removal of the dumpsters until at least after their meeting this eveing, August 11. They indicated that they have second and third thoughts about it. In response to that request, Mr. Williams has delayed the removal of the dumpsters and is planning to attend their meeting.

7. COMMITTEE REPORTS:

President Westbrook reported that on Friday, August 5, 1983 there was a meeting of the Tenant Relations Committee with the presidents and interested members of the different tenant associations. She reported that it was a very good and productive meeting.

8. REPORT OF COUNSEL:

None

9. TENANT REPRESENTATIVE REPORT:

The President of PHTA had not arrived at the time designated for his report.

10. UNFINISHED BUSINESS:

None

11. NEW BUSINESS:

(a) PRESENTATION OF AWARDS TO PLAZA WEST YOUNG ADULTS FOR DESIGN COMPETITION

Mr. Williams stated that one of the things that was done as part of the overall design of Plaza West was that the architects worked very closely with the young people in that community and got them involved in the planning. A competition was instituted and awards and prizes were given. The drawings were presented at the recent urban fair at the Moscone Center. Mr. Williams introduced Mr. Brad Grant, a representative of Community Design Collaborative, Architects and Planners (CDC).

Mr. Grant introduced the winners and participants of this design competition. There were two categories, one for the younger children, ages 6-13; and the second for children ages 14-18. The winning designs were also presented. The winners and participants were as follows:

Ages 7-13:	1st Place	Dwight Smith (age 12)
	2nd Place	Johi Johnson (age 11)
	3rd Place	Zeh Miskel (age 9)
	Honorable Mentions:	Sonja Hayes (12), Doretha Taylor (13) Kareen Lee (6), David Powell (9)
Ages 14-18:	1st Place	Martin Hyson (age 15)
	2nd Place	Winston Antonio (age 18)
	3rd Place	Janet Taylor (age 14)
	Honorable Mention:	Johnnie Williams (age 18)

The participants came forward and were applauded by the audience and the Commission. The prizes in each category were: 1st-$100; 2nd-$100; and 3rd-$50. Mr. Grant thanked Authority personnel, Eva Mae Williams and Mary Rogers for their help. He also introduced Ms. Lasandra Reece of their firm who was a great aid in organizing this project and Mr. Ken Simmons, a principal of Community Design Collaborative.

Eva Mae Williams of Plaza West thanked all of those involved. She expressed her appreciation to the architects for the beautiful job they did in working with the children from Plaza West and stated that she would like to see more programs like this. Vice President Fussell, on behalf of the Commission, thanked the young people for their involvement.

(b)

RESOLUTION NO. 2542
* * * * * * * * * * * * *

RESOLUTION APPROVING THE FINAL APPLICATION TO THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR FISCAL YEAR 1983 COMPREHENSIVE IMPROVEMENT ASSISTANCE PROGRAM FUNDS.

YERBA BUENA PLAZA, CAL 1-18(2)
YERBA BUENA PLAZA ANNEX, CAL 1-18(5)

* *

WHEREAS, the Department of Housing and Urban Development has invited this Authority to submit an Application for Fiscal Year 1983 Comprehensive Improvement Assistance Program Funds in the amount of $9,300,000; and

WHEREAS, based on the management and modernization needs of the Authority and in conformance with the requirements and regulations of the Department of Housing and Urban Development's Comprehensive Improvement Assistance Program, these funds should be applied to the following items;

1. Additional funds to fully complete the conversion and rehabitation of the Yerba Buena Plaza Annex Housing Project.

2. Additional funds for the rehabilitation of a portion of the Yerba Buena Plaza Housing Project.

3. Purchase of additional EDP equipment and consulting services for the Authority.

4. Assist in the implementation of the Deloitte, Haskins and Sells recommendations.

WHEREAS, the San Francisco Housing Authority will comply with all policies, procedures and requirements prescribed by HUD for the modernization, including implementation of the modernization in a timely, efficient and economical manner and handling of ongoing management costs consistent with HUD requirements; and

WHEREAS, the modernization program cannot be funded from current operating funds; and

WHEREAS, the San Francisco Housing Authority has adopted the goal of awarding at least 20 per cent of the dollar value of the total of the modernization contracts, to be awarded during the subsequent Federal Fiscal Year, to minority business enterprises; and

WHEREAS, the San Francisco Public Housing Tenants Association has been informed regarding the selection of the Yerba Buena Plaza and Yerba Buena Plaza Annex for rehabilitation as required by HUD regulations; and

WHEREAS, the proposed physical work meets the Modernization Standards of the Department of Housing and Urban Development; and

WHEREAS, the modernization effort will comply with Department of Housing and Urban Development requirements for the physically handicapped; and

WHEREAS, the projects proposed for Modernization are not located in an identified special flood hazard area; and

WHEREAS, the San Francisco Housing Authority will ensure non-discrimination in the selection of tenants to be rehoused, determination of which tenants require temporary and permanent rehousing, assignment of tenants within the Authority, and provision of assistance to tenants being rehoused, should and such rehousing be required as part of these modernization efforts;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

I. That the San Francisco Housing Authority Commission formally approve this Final Application for 1983 Comprehensive Improvement Assistance Program.

II. That the Executive Director be and the same is authorized to apply to the Department of HUD for the necessary funding to accomplish the above described improvements to the Yerba Buena Plaza, CAL 1-18(2) and Yerba Buena Plaza Annex, CAL 1-18(5) Housing Projects.

III. That upon approval of the application for funding by the Department of Housing and Urban Development, the Executive Director be and the same hereby is authorized to take all necessary steps to implement the approved program.

IV. That this Resolution become effective immediately.

APPROVED AS TO FORM:

Dennis M. Perry

August 12, 1983

Mr. Williams stated that this resolution approves the filing of the final application under the CIAP for the next fiscal year.

Commissioner San Jule moved to approve Resolution No. 2542 and Commissioner Brooks seconded the motion. Resolution No. 2542 was UNANIMOUSLY APPROVED.

(c) RESOLUTION NO. 2543

RESOLUTION APPROVING THE FISCAL YEAR 83-84 OPERATING BUDGET FOR THE SECTION 8 EXISTING HOUSING ASSISTANCE PAYMENTS PROGRAM

* *

WHEREAS, there is attached hereto and marked Exhibit "A" the budget in summary form for the Section 8 Housing Assistance Payments Program under contract SF-618 covering the fiscal operating period October 1, 1983 to September 30, 1984; and

WHEREAS, this Commission has reviewed the aforesaid budget and determines that the proposed expenditures are necessary in the efficient and economical operation of the Housing Authority for the purpose of serving low income families and the financial plan is reasonable in that it indicated a source of funding adequate to cover all proposed expenditures and that it does not provide for Federal funding in excess of that payable under provision of Hud Notice HM75-20 (LHA) dated April 29, 1975. That all proposed rental charges and expenditures will be consistent with provisions of law and the Annual Contributions Contract.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

That the revised budget marked Exhibit "A", attached hereto, is hereby approved for submission to the HUD area Office.

APPROVED AS TO FORM:

_____

DATE: _____

Mr. Williams stated that this resolution authorizes the submission of the 1983-84 Section 8 Existing Housing Budget and related documents to the Department of Housing and Urban Development. There is an allocation of 2,096 units under Section 8, of which 2,050 are under contract. This is 98% which is considerably above the MBO goals for this fiscal year. Mr. Williams commended Mr. Thomas Gholson, Leased Housing Administrator, and his department for doing an excellent job.

Vice President Fussell moved to approve Resolution No. 2543 and Commissioner Patterson seconded the motion. Resolution No. 2543 was UNANIMOUSLY APPROVED.

EXHIBIT A

HUD-52663
5-75)

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

FOR HUD USE ONLY

Voucher Number

REQUISITION FOR PARTIAL PAYMENT OF ANNUAL CONTRIBUTIONS
HOUSING ASSISTANCE PAYMENTS PROGRAM

SECTION 23 ☐ SECTION 8 ☐

Date of Requisition 7/19/83 Fiscal Year Ending Date 9/30/84 For Quarter Ending 12/31/83

NAME AND ADDRESS OF PUBLIC HOUSING AGENCY (Including Zip Code)
HOUSING AUTHORITY OF THE CITY & COUNTY OF 94102
SAN FRANCISCO - 440 Turk Street, San Francisco,

DEPOSITARY BANK (Name, Address and Account Number)
CALIFORNIA NATIONAL BANK Acct. #1119-0002-0
601 Montgomery Street, San Francisco, CA 94111

ACC Contract Number SF 618
Project Number CA 39-E001-001
No. of Months in Fiscal Year 12
Type of Project:
☒ EXISTING ☐ NEW ☐ REHAB.

a. Number of Units Under Lease to Eligible Families as of Date of Requisition 2067
b. Estimated Number of Units to be under Lease at End of Requested Quarter 2096
c. Average Monthly Housing Assistance Payment Per Unit as of Date of Requisition 285

DESCRIPTION (1)	ESTIMATE OF REQUIRED ANNUAL CONTRIBUTIONS (2)	TOTAL COST INCURRED TO DATE (3)	ESTIMATED ADDITIONAL COST TO END OF REQUESTED QUARTER (4)	CUMULATIVE TOTAL FUNDS REQUIRED (5)
PRELIMINARY ADMINISTRATIVE EXPENSE				
1. Preliminary Administrative Expense—Prior to ACC *(Account 4010)*	-0-	-0-		-0-
2. Preliminary Administrative Expense—After ACC *(Account 4012)*	-0-	-0-	-0-	-0-
3. Total Preliminary Administrative Expense *(Lines 1 & 2)*	-0-	-0-	-0-	-0-
NONEXPENDABLE EQUIPMENT				
4. Replacement of Nonexpendable Equipment *(Account 7520)*		-0-	-0-	-0-
5. Property Betterments and Additions *(Account 7540)*		-0-	-0-	-0-
6. Total Nonexpendable Equipment *(Lines 4 & 5)*	-0-	-0-	-0-	-0-
HOUSING ASSISTANCE PAYMENTS				
7. Housing Assistance Payments *(Account 4715)*	8,230,416	-0-	1,792,080	1,792,080
ADMINISTRATIVE FEE				
8. Total Administrative Fee Approved for Fiscal Year	874,409			
9. Monthly Rate of Administrative Fee *(Line 8 divided by number of months in fiscal year)*	72,867			
10. Amount Previously Requisitioned for fiscal year				-0-
11. Estimated Additional Amount Required to end of Requested Quarter				218,601
12. Total Administrative Fee *(Lines 10 & 11)*				218,601
INDEPENDENT PUBLIC ACCOUNTANT AUDIT COSTS *(Section 8 only)*				
13. Total Independent Public Accountant Audit Costs	30,000			-0-
SECURITY AND UTILITY DEPOSITS *(Section 23 only)*				
14. Total Allowance Approved for Security and Utility Deposits	-0-			-0-
15. Amount Previously Requisitioned for Fiscal Year				-0-
16. Estimated Additional Amount Required to End of Requested Quarter				-0-
17. Total Security and Utility Deposits *(Lines 15 & 16)*				
AMOUNT OF THIS REQUISITION				
18. Total Funds Required to End of Requested Quarter *(Lines 3, 6, 7, 12, 13 & 17)*				2,010,681
19. Total Partial Payments Received for Fiscal Year to Date				-0-
20. Partial Payment Requested *(Line 18 minus Line 19)*				2,010,681
METHOD OF PAYMENT	1ST INSTALLMENT	2ND INSTALLMENT	3RD INSTALLMENT	TOTAL
21. Requested Installment Payments	670,227	670,227	670,227	2,010,681

I CERTIFY that housing assistance payments have been or will be made only with respect to units which: (1) are under lease by Families at the time such housing assistance payments are made except as otherwise provided in the Housing Assistance Payments Contracts and (2) the Housing Agency has within one year prior to the making of such housing assistance payments, adequately inspected or caused to be inspected (including inspection of grounds, facilities, and areas for the benefit and use of the Families) to assure that decent, safe and sanitary housing accommodations are being provided; that all applicable provisions of the above numbered Contract have been complied with by the Housing Agency; and that this requisition for annual contributions has been examined by me and to the best of my knowledge and belief it is true, correct and complete.

Housing Authority of the City & County of San Francisco
(Name of Public Housing Agency)

August 4, 1983
(Date)

Executive Director
(Signature and Title of Official Authorized to Certify)

HUD FIELD OFFICE APPROVAL

(Signature and Title of Official Authorized to Approve) (Date)

REGIONAL ACCOUNTING DIVISION

Prevalidated by:

(Signature)

(Date)

PAYMENT FOR MONTH OF	AMOUNT PAID	DATE CERTIFIED FOR PAYMENT	CERTIFIED BY (Initials)
TOTAL			

HUD-52663
(5-75)

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

FOR HUD USE ONLY

Voucher Number

REQUISITION FOR PARTIAL PAYMENT OF ANNUAL CONTRIBUTIONS
HOUSING ASSISTANCE PAYMENTS PROGRAM

SECTION 23 ☐ SECTION 8 ☐

Date of Requisition 7/19/83 Fiscal Year Ending Date 9/30/84 For Quarter Ending 12/31/83

NAME AND ADDRESS OF PUBLIC HOUSING AGENCY (Including Zip Code)
HOUSING AUTHORITY OF THE CITY & COUNTY OF 94102
SAN FRANCISCO - 440 Turk Street, San Francisco,

DEPOSITARY BANK (Name, Address and Account Number)
CALIFORNIA NATIONAL BANK Acct. #1119-0002-0
601 Montgomery Street, San Francisco, CA 94111

ACC Contract Number SF 618
Project Number CA 39-E001-001
No. of Months in Fiscal Year 12
Type of Project:
☒ EXISTING ☐ NEW ☐ REHAB.

a. Number of Units Under Lease to Eligible Families as of Date of Requisition 2067
b. Estimated Number of Units to be under Lease at End of Requested Quarter 2096
c. Average Monthly Housing Assistance Payment Per Unit as of Date of Requisition 285

DESCRIPTION (1)	ESTIMATE OF REQUIRED ANNUAL CONTRIBUTIONS (2)	TOTAL COST INCURRED TO DATE (3)	ESTIMATED ADDITIONAL COST TO END OF REQUESTED QUARTER (4)	CUMULATIVE TOTAL FUNDS REQUIRED (5)
PRELIMINARY ADMINISTRATIVE EXPENSE				
1. Preliminary Administrative Expense—Prior to ACC (Account 4010)	-0-	-0-		-0-
2. Preliminary Administrative Expense—After ACC (Account 4012)	-0-	-0-	-0-	-0-
3. Total Preliminary Administrative Expense (Lines 1 & 2)	-0-	-0-	-0-	-0-
NONEXPENDABLE EQUIPMENT				
4. Replacement of Nonexpendable Equipment (Account 7520)		-0-	-0-	-0-
5. Property Betterments and Additions (Account 7540)		-0-	-0-	-0-
6. Total Nonexpendable Equipment (Lines 4 & 5)	-0-	-0-	-0-	-0-
HOUSING ASSISTANCE PAYMENTS				
7. Housing Assistance Payments (Account 4715)	8,230,416	-0-	1,792,080	1,792,080
ADMINISTRATIVE FEE				
8. Total Administrative Fee Approved for Fiscal Year	874,409			
9. Monthly Rate of Administrative Fee (Line 8 divided by number of months in fiscal year)	72,867			
10. Amount Previously Requisitioned for fiscal year				-0-
11. Estimated Additional Amount Required to end of Requested Quarter				218,601
12. Total Administrative Fee (Lines 10 & 11)				218,601
INDEPENDENT PUBLIC ACCOUNTANT AUDIT COSTS (Section 8 only)				
13. Total Independent Public Accountant Audit Costs	30,000			-0-
SECURITY AND UTILITY DEPOSITS (Section 23 only)				
14. Total Allowance Approved for Security and Utility Deposits	-0-			
15. Amount Previously Requisitioned for Fiscal Year				-0-
16. Estimated Additional Amount Required to End of Requested Quarter				-0-
17. Total Security and Utility Deposits (Lines 15 & 16)				-0-
AMOUNT OF THIS REQUISITION				
18. Total Funds Required to End of Requested Quarter (Lines 3, 6, 7, 12, 13 & 17)				2,010,681
19. Total Partial Payments Received for Fiscal Year to Date				-0-
20. Partial Payment Requested (Line 18 minus Line 19)				2,010,681
METHOD OF PAYMENT	1ST INSTALLMENT	2ND INSTALLMENT	3RD INSTALLMENT	TOTAL
21. Requested Installment Payments	670,227	670,227	670,227	2,010,681

I CERTIFY that housing assistance payments have been or will be made only with respect to units which: (1) are under lease by Families at the time such housing assistance payments are made except as otherwise provided in the Housing Assistance Payments Contracts and (2) the Housing Agency has within one year prior to the making of such housing assistance payments, adequately inspected or caused to be inspected (including inspection of grounds, facilities, and areas for the benefit and use of the Families) to assure that decent, safe and sanitary housing accommodations are being provided; that all applicable provisions of the above numbered Contract have been complied with by the Housing Agency; and that this requisition for annual contributions has been examined by me and to the best of my knowledge and belief it is true, correct and complete.

Housing Authority of the City & County of San Francisco
(Name of Public Housing Agency)

August 4, 1983
(Date)

Executive Director
(Signature and Title of Official Authorized to Certify)

HUD FIELD OFFICE APPROVAL

(Signature and Title of Official Authorized to Approve) (Date)

REGIONAL ACCOUNTING DIVISION
Prevalidated by:

(Signature)

(Date)

PAYMENT FOR MONTH OF	AMOUNT PAID	DATE CERTIFIED FOR PAYMENT	CERTIFIED BY (Initials)
TOTAL			

HUD-52663

...DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

SECTION 8—HOUSING ASSISTANCE PAYMENTS PROGRAM

ESTIMATE OF TOTAL REQUIRED ANNUAL CONTRIBUTIONS

...AND ADDRESS OF PUBLIC HOUSING AGENCY

Housing Authority of the City
and County of San Francisco
440 Turk Street
San Francisco, California

FIELD OFFICE

One Embarcadero Center
Suite 1600
San Francisco, California 94111

REGIONAL OFFICE:

450 Golden Gate Avenue
San Francisco, California 94102

PROJECT NUMBER (3-11)

CA39-E001-001

TYPE OF LEASING METHOD (Check one) (12)

1. ☐ New Construction
2. ☐ Rehabilitation
3. ☒ Existing

FY ENDING (13-14) 84

(13) 1. ☐ March 31
2. ☐ June 30
3. ☒ September 30
4. ☐ December 31

NUMBER OF DWELLING UNITS (15-18)

2096

NUMBER OF UNIT MONTHS (19-24)

25152

SUBMISSION (25)

☒ Original ☐ Revision

Revision Number

AC CONTRACT NUMBER

SF 618

(26) ITEM DESCRIPTION	APPROVED ESTIMATE OF REQUIRED ANNUAL CONTRIBUTIONS (Column 1) (29–38)	REQUESTED AMOUNT PER PHA (Column 2) (39–48)	REQUESTED AMOUNT HUD MODIFICATIONS (Column 3) (49–58)
MAXIMUM ANNUAL CONTRIBUTION			
Maximum Annual Contribution Authorized		6,916,176	
~~Pro Rata~~ Maximum Annual Contributions Applicable to a Period of Less than 12 Months		-0-	
Maximum Annual Contributions for Fiscal Year (Line 01 plus 02)		6,916,176	
Project Account—Balance at End of Current Fiscal Year—Estimated or Actual (Balance Previous Fiscal Year $ 5,426,576)		4,524,118	
Total Annual Contributions Available—Estimated or Actual (Line 03 plus Line 04)		11,440,294	
ESTIMATE OF REQUIRED ANNUAL CONTRIBUTIONS *(Housing Assistance and Administration)*		-	
Housing Assistance Payments—Form HUD-52672, Part I, Line 10		8,230,416	
Administrative Fee—Form HUD-52672, Part 2, Line 03		874,409	
Independent Public Accountant Audit Costs		30,000	
INITIAL ESTIMATE OF REQUIRED ANNUAL CONTRIBUTIONS *(Preliminary Costs)*			
Preliminary Administrative Expense—Prior to ACC—Form HUD-52671, Part IA, Line 060		-	
Preliminary Administrative Expense—After ACC—Form HUD-52671, Part IB, Line 280		-	
Nonexpendable Equipment—Form HUD-52671, Part II, Line 350		-	
Total Annual Contributions Required—Requested Year		9,134,825	
Deficit at End of Current Year—Estimated or Actual		-	
Total Annual Contributions Required		9,134,825	
Excess Project Account Balance at End of Requested Fiscal Year (Line 05, Column 2 minus Line 14, Column 2)		2,305,469	
Provision for Project Account—Requested Fiscal Year—Increase (Decrease) (Line 15 minus Line 04)		(2,218,649)	
ANNUAL CONTRIBUTIONS			
Total Annual Contributions Approved—Requested Fiscal Year (Line 14, Column 2 plus Increase, if any, on Line 16)		9,134,825	
Source of Total Annual Contributions Approved—Requested Fiscal Year: (a) Requested Fiscal Year Maximum Annual Contributions Authorized (Line 03 or Line 17, whichever is lesser)		6,916,176	
(b) Project Account (Line 17 minus Line 18(a))		2,218,649	

NAME AND TITLE OF PHA APPROVING OFFICIAL	SIGNATURE	DATE
Carl L. Williams Executive Director		August 4, 198
NAME AND TITLE OF HUD FIELD OFFICE APPROVING OFFICIAL	SIGNATURE	DATE

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
SECTION 8 HOUSING ASSISTANCE PAYMENTS PROGRAM

ESTIMATE OF REQUIRED ANNUAL CONTRIBUTIONS

PROJECT NUMBER (3-11)
CA39-E001-001

TYPE OF LEASING METHOD (12) (Check one)
New Construction 1 —
Rehabilitation 2 —
Existing 3 X

NAME AND ADDRESS OF PUBLIC HOUSING AGENCY
Housing Authority of the City &
County of San Francisco
440 Turk STreet
San Francisco, California 94102

FY ENDING (13) 197 84
(14) (Check one)
Mar 31 1 — Sep 30 3 X
Jun 30 2 — Dec 31 4 —

NUMBER OF DWELLING UNITS (15-18)
2096

FIELD OFFICE
San Francisco Area Office
1 Embarcadero Center
San Francisco, CA 94111

HUD REGIONAL OFFICE
San Francisco Regional Ofc.
450 Golden Gate Avenue
San Francisco, CA 94102

NUMBER OF UNIT MONTHS (19-24)
25,152

CONTRACT NUMBER
SF 618

SUBMISSION (25)
X Original — Revision
Revision No. _____

PART I – ESTIMATE OF ANNUAL HOUSING ASSISTANCE PAYMENTS REQUIRED (26)

(28) LINE NO.	(29) SIZE OF DWELLING UNITS (1)	(30-33) NO. OF DWELLING UNITS (2)	(34-38) MONTHLY GROSS RENT (3)	(39-43) AMOUNT PAYABLE BY FAMILY TOWARD GROSS RENT (4)	(44-48) MONTHLY HOUSING ASSISTANCE PAYMENTS (5)	(49-54) UNIT MONTHS UNDER LEASE (6)	(55-64) ANNUAL HOUSING ASSISTANCE PAYMENTS (7)
1	Studio	598	311	112	199	7,176	1,428,024
2	1BR	353	378	119	259	4,236	1,097,124
3	2BR	432	490	141	349	5,184	1,809,216
4	3BR	531	613	166	447	6,372	2,848,284
5	4BR	134	674	193	481	1,608	773,448
6	5BR	46	679	206	473	552	261,096
7	6BR	2	767	216	551	24	13,224
8							
9							
10	TOTAL	2,096				25,152	8,230,416

PART 2 – CALCULATION OF ADMINISTRATIVE FEE (26)

(28) LINE NO.	(29-34) BASIS	UNIT MONTHS (1)	(35-39) HUD-APPROVED 2-BR FAIR MARKET RENT (2)	(40-44) ALLOWABLE PERCENT (3)	(45-54) ADMINISTRATIVE FEE (4)
1	PER-CENT	25,152	409	8.5%	874,409
2	15.00	[redacted]			-
3					874,409

Previous Edition is Obsolete

HUD 52672 (12-81)

(d) RESOLUTION NO. 2544

* * * * * * * * * * * * * * *

RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR DEMOLITION OF EIGHT THREE-STORY DWELLING BUILDINGS, CAL 1-18(4), ALICE GRIFFITH HOUSING PROJECT.

* *

WHEREAS, on July 26, 1983, bids were received, opened and read aloud as follows:

	BIDDER	BID AMOUNT
1.	Ferma Corporation	143,000.00
2.	Charles S. Campanella Inc.	156,677.00
3.	Allstate Excavating & Demolition	84,600.00
4.	Cleveland Wrecking Company	144,200.00
5.	Kelly-Son & Associates	295,000.00
6.	Myron Demolition	83,000.00
7.	Chet Smith Trucking Co.	83,000.00

WHEREAS, the Authority has evaluated the bids received and has determined that the two lowest bidders are within the budget item amount for the work involved. Staff recommends the award of the contract to the minority contractor, based on Housing Authority policy on Minority Business Enterprise (MBE).

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

I. That a contract be awarded to Myron Demolition in the amount of $83,000.00.

II. That this action shall not constitute notice to the contractor of the award of the contract and no award shall be effective until the contractor is given written notice thereof.

III. That this action is contingent upon receipt and approval of the contractor's Affirmative Action Program and evidence of bondability.

IV. That the Secretary-Executive Director is authorized and directed to execute a contract with Myron Demolition on behalf of this Authority.

APPROVED AS TO FORM:

_____
Counsel

Date: _____

Mr. Williams stated that this resolution authorizes the awarding of the contract for the demolition of vacant buildings in Alice Griffith. The Authority has met with residents from the Alice Griffith community and it was the overwhelming wish that these long-vacant buildings be demolished.

Vice President Fussell moved to adopt Resolution No. 2544 and Commissioner Cook seconded the motion. Resolution No. 2544 was UNANIMOUSLY ADOPTED.

(e) DISCUSSION OF PLUMBER'S PERFORMANCE AND PRODUCTIVITY:

Mr. Williams reviewed the concerns raised by the Commission regarding the plumbers' performance and productivity. A survey of how other Housing Authorities and the private sector conduct plumbing maintenance was made and the report distributed to the Commission. The survey points out that there are a variety of ways in which the Authorities and the private sector deal with this matter. Staff has met with plumbers and plumbers foremen and concluded that contracting out the entire plumbing work would not be feasible at this point. Staff is recommending that the emergency work be performed by an outside contractor.

A lenghthy discussion followed. President Westbrook appointed a committee consisting of Commissioners Cook, Chuck and Fussell who would work with Mr. Reiterman, Chief Labor Negotiator, and the plumbers and plumbers foremen to study and review the problems and come back to the Commission with a recommendation. Commissioner Brooks expressed that she would like to work on this committee also.

(f) VISITORS - President Westbrook called on members of the audience who wished to address the Commission.

Rick Hansen, President of PHTA, reported that he is working as quickly as possible to resolve the problems of PHTA. Vice President Fussell as Chairman of the Finance Committee empowered Mr. Williams to make an executive determination about the money necessary to hire a secretary for PHTA and for PHTA to hire one. He expressed the importance of hiring a secretary as soon as possible.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of August 11, 1983 was adjourned at 10:50 a.m.

_____

ELOUISE WESTBROOK, President

_____

CARL L. WILLIAMS
Secretary/Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

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8/25/83

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PUBLIC LIBRARY

Dianne Feinstein, *Mayor*
Elouise Westbrook, *President*
James Fussell, Jr., *Vice President*
Joan M. San Jule
Preston Cook
Betty Brooks
Beatrice Patterson
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

AUGUST 23, 1983

P U B L I C N O T I C E

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 9:30 A.M., THURSDAY, AUGUST 25, 1983 AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

Carl L. Williams

CARL L. WILLIAMS
Secretary/Executive Director

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8/25/83

REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY
COMMISSION WILL BE HELD ON THURSDAY, AUGUST 25, 1983
9:30 A.M, 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

T E N T A T I V E A G E N D A

* * * * * * * * * * * * * * *

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1. ROLL CALL:

   Elouise Westbrook, President
   James Fussell, Jr., Vice President
   Joan M. San Jule, Commissioner
   Preston Cook
   Betty Brooks
   Beatrice Patterson
   Reverend Harry Chuck

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

    (A) RESOLUTION - REVISING THE OFFICIAL TRAVEL POLICY OF THE SAN FRANCISCO HOUSING AUTHORITY

    (B) RESOLUTION - AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO NEGOTIATIONS WITH ASPEN GROUP WEST, INC. FOR THE REHABILITATION AND LEASING OF 82 UNITS DESIGNATED AS CAL 1-17B

12. ADJOURNMENT:

Carl L. Williams

CARL L. WILLIAMS
Secretary/Executive Director

SF
H65
#3
8/25/83

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held:
Thursday, August 25, 1983

440 Turk Street
San Francisco, CA

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, August 25, 1983 at 9:30 a.m.

1. ROLL CALL:

The meeting was called to order by Vice President Fussell at 9:35 a.m.

Roll call found the following members to be:

PRESENT: James Fussell, Jr., Vice President
Joan M. San Jule, Commissioner (arrived 9:40)
Preston Cook, Commissioner
Betty Brooks, Commissioner
Beatrice Patterson, Commissioner

ABSENT: Elouise Westbrook, President
Reverend Harry Chuck, Commissioner

A quorum was present.

ALSO PRESENT: Carl L. Williams, Executive Director
Dianne Millner, Legal Counsel, Millner & McGee

2. VISITORS:

Before reading the visitors cards Mr. Williams introduced Dianne Millner of the law firm, Millner & McGee, who is sitting in as legal counsel.

The following visitors had signed cards:

Mrs. Hall, Alice Griffith
Kay Kardosky, Sunnydale
Christine Neal, PHTA
Melvina Powell, Westside Courts
Jimmie Mumphery, Hunters View
Frankie Gates, Sunnydale

3. APPROVAL OF AGENDA:

Commissioner Cook moved to approve the agenda of August 25, 1983 and Commissioner Brooks seconded the motion. The agenda of August 25, 1983 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Cook moved to approve the minutes of August 11, 1983 and Commissioner San Jule seconded the motion. The minutes of August 11, 1983 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Mr. Williams called attention to a letter received from Mrs. Maybelline Hubbard, acting president of the Potrero Hill Tenants Association, requesting that the garbage bins installed in Potrero Terrace and Annex remain there. The letter includes some additional requests regarding locations, assistance to senior citizens and the disabled and some other matters. Accompanying the letter was a number of signatures of the residents of both Potrero Terrace and Potrero Annex. Commissioner Cook requested that a copy of the letter and signatures be sent to Mayor Feinstein and Deputy Mayor Hadley Roff.

6. REPORT OF SECRETARY:

None

7. COMMITTEE REPORT:

None

8. REPORT OF COUNSEL:

None

9. TENANT REPRESENTATIVE REPORT:

Rick Hansen, President of PHTA, reported on the following matters:

The job description for the PHTA secretary has gone out. PHTA is negotiating to settle the debt with the school system for monies owed several summers ago for a food program.

10. UNFINISHED BUSINESS:

Commissioner Cook requested a meeting with staff to review the whole matter regarding the plumbers. Since the meeting scheduled for later this afternoon, August 25, had been cancelled, Commissioner Cook requested a meeting for two weeks from today, September 8, with staff only.

11. NEW BUSINESS:

(a) RESOLUTION NO. 2545

RESOLUTION FOR SAN FRANCISCO HOUSING AUTHORITY TRAVEL POLICY IN CONNECTION WITH THE PERFORMANCE OF OFFICIAL DUTIES OUTSIDE THE CITY AND COUNTY OF SAN FRANCISCO BY ANY OFFICER, COMMISSIONER, COUNSEL, STAFF MEMBER OR RESIDENT OF THE LOW RENT CONVENTIONAL PUBLIC HOUSING PROGRAM IN THE CITY AND COUNTY OF SAN FRANCISCO

****

WHEREAS, Department of Housing and Urban Development Handbook 7401.1, entitled, "Low Rent Housing Administration Handbook", Chapter 5, Section 1, provides that the local Housing Authority shall adopt regulations governing reimbursement of travel expenses to its members and employees; and

WHEREAS, said HUD regulations provide that reimbursement for travel expenses shall be comparable with local public practice ..."However, the local Housing Authority may adopt a reimbursement policy which differs from the officially adopted prescription policy provided such policy will clearly be more economical than the officially adopted policy and within the spaded maximum"; and

WHEREAS, present travel policy contains deficiencies and requires further clarification in full conformity with HUD requirements.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. The Authority's travel policy as adopted by the Board of Commissioners, by RESOLUTION NO. 2202, dated October 26, 1978, is hereby rescinded.

2. The attached policy (Exhibit "A", dated August 23, 1983) shall be the official travel policy of the San Francisco Housing Authority and shall take effect immediately.

APPROVED AS TO FORM:

COUNSEL _____

DATE _____

Mr. Williams stated that this resolution will rescind the previous travel policy originally adopted in 1978. This policy allows more flexibility with respect to travel of Commissioners and staff.

Commissioner San Jule Moved to adopt Resolution No. 2545 and Commissioner Patterson seconded the motion. Resolution No. 2545 was UNANIMOUSLY ADOPTED.

OFFICIAL TRAVEL POLICY OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO

1. Travel is to be taken by Commissioners, Counsel, staff, or duly elected resident representatives only when such travel can be shown to be clearly in the best interests of the low rent housing program in San Francisco and the residents of said program.

2. Travel is to be approved for conferences, seminars or workshops directly relevant to the administration of the low rent conventional public housing program.

3. Each trip to a destination outside the City and County of San Francisco by a Commissioner, Counsel, or Executive Director of the Housing Authority must be authorized in advance by a resolution of the Board of Commissioners approving the trip as essential to the conduct of the public housing program in San Francisco.

4. The Executive Director is authorized to approve trips to destinations outside the City and County of San Francisco for the conduct of official business for all other Housing Authority staff members and duly elected public housing resident representatives provided that travel funds are within approved budgets to cover travel costs.

5. In those instances when the need for essential travel outside the jurisdiction of the local Authority arises prior to the next regular Commission meeting, the Executive Director shall receive oral approval from a majority of the Commission members or at the discretion of the Commission, from the President of the Commission. Such action shall be documented and included in a resolution and shall be approved at the next regular Commission meeting.

6. Any Authority officer, Commissioner, Counsel, staff member or duly elected public housing resident representative who travels outside the City and County of San Francisco on official business as specified above, shall be reimbursed for actual travel expenditures incurred. Actual subsidence reimbursement must be supported by receipts and other documentation of actual expense. Receipts are to be secured for all expense items for more then $10.00.

7. Reimbursement for travel expenses shall be based upon the most efficient, direct and economical mode of transportation. For any air travel, less than first class accomodation shall be used unless only first class accomodations are available at the time necessary for the travel or if first class accomodations are essential for reasons of the traveler's health.

8. The number of days which shall be used as the basis for computing the allowance for expenses other than transportation shall not exceed the number of days required in traveling and attending to the business or the purpose for which the trip is made. However, if necessary, a reasonable period of time may be allowed to consummate traveling arrangements and that days taken up by unavoidable accidents or illness while en route and certified to by a duly licensed physician, surgeon, or Christian Science Practioner shall be construed as days devoted to official business.

9. The Treasurer of the Housing Authority shall advance the sums necessary for traveling expenses, based directly on the costs of the area to which travel is made. Proper account and return must be made of these sums by the person receiving them within ten business days after the person returns to the City and County of San Francisco. Failure to account for advance monies within the period specified will result in inability to perform any other Housing-related travel under any circumstances. If an advance check is issued and for some reason the trip is not made, said check must be returned to the Authority within five business days. If the advance check is cashed, and if for some reason the trip is not made, the appropriate reimbursement must be made within five business days.

10. When a voucher is completed and processed, if traveler is informed that reimbursement is owed to the Housing Authority, said reimbursement must be made within five business days. The Controller's office will audit all vouchers and will bill traveller for any expenses not permitted by this travel policy.

11. All airline reservations are to be made in advance by the Authority through its established travel agent or through the agent desired by the traveler. The Authority will not reimburse those who make their own reservations. Attempts will be made to make reservations in advance to take advantage of possible discounts.

12. The Authority will not pay in any fashion for any traveling expenses for spouses and/or dependents of the traveler (including pre-pay). If a hotel room taken is larger than a single, difference in rate from a single room will not be subsidized by the Housing Authority.

13. On Authority-related travel, no reimbursement is to be made for purely personal expenses such as child care or recreation or for official entertainment.

14. For ground travel, taxi cab fares will not be an allowable expense if cheaper means of travel (e.g., limousine, bus) are available at the time of usage.

15. For any trip to destinations outside the City and County of San Francisco involving use of privately owned automobiles for transportation to and from airports, or for transportation for all or part of the main trip, a mileage rate for reimbursement is established at comparability with the mileage rate established for use of privately owned automobiles in connection with official duty or service in the City and County of San Francisco.

(b)

RESOLUTION NO. 2546

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO NEGOTIATIONS WITH ASPEN GROUP WEST, INC. FOR THE REHABILITATION AND LEASING OF 82 VACANT UNITS DESIGNATED AS CAL 1-17B

* *

WHEREAS, the San Francisco Housing Authority currently owns several vacant units designated as Cal 1-17B; and

WHEREAS, the San Francisco Housing Authority does not presently have the funding necessary to accomplish the rehabilitation of the vacant units in Cal 1-17B; and

WHEREAS, the San Francisco Housing Authority has received a proposal from Aspen Group West, Inc. for the rehabilitation and leasing of vacant units in Cal 1-17B; and

WHEREAS, the San Francisco Housing Authority desires to improve its housing stock;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO, THAT:

1. The Executive Director is authorized to negotiate with Aspen Group West, Inc. for the terms and conditions of the leasing and rehabilitation of the vacant units at Cal 1-17B.

2. The terms and conditions of the leasing and rehabilitation of the vacant units at Cal 1-17B shall be approved by the Commission of the Housing Authority of the City and County of San Francisco.

APPROVED AS TO FORM:

Counsel_____

Date_____

Mr. Williams stated that this resolution authorizes the Executive Director to enter into negotiations with Aspen Group West Inc. regarding 82 vacant units of public housing property in Hunters Point. The final agreement would be brought back to the Commission for approval.

Commissioner Cook stated that because there might be a slight chance of a conflict of interest, he would not participate in the discussion or vote regarding this matter. Mr. Williams pointed out that at a previous meeting of the Finance Committee with members of Aspen Group West, Commissioner Cook did not participate.

Mr. Williams introduced Charles Gill, Vice President of Aspen Group West Inc. He answered questions and concerns voiced by Commissioner San Jule and Vice President Fussell regarding financing and the timing for this project. Both Commissioners expressed their interest and felt that this was a good opportunity to put units back into the housing stock of the Authority.

Commissioner San Jule moved to adopt Resolution No. 2546 and Commissioner Patterson seconded the motion. Vice President Fussell, Commissioners San Jule, Brooks and Patterson ADOPTED Resolution No. 2546. Commissioner Cook abstained from voting.

(c) Visitors - Vice President Fussell called on those visitors who wished to address the Commission.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of August 25, 1983 was adjourned at 10:10 a.m.

JAMES G. FUSSELL, JR.
Vice President

CARL L. WILLIAMS
Secretary/Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

Dianne Feinstein, *Mayor*
Elouise Westbrook, *President*
James Fussell, Jr., *Vice President*
Joan M. San Jule
Preston Cook
Betty Brooks
Beatrice Patterson
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

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SEPTEMBER 7, 1983

PUBLIC NOTICE

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 9:30 A.M., THURSDAY, SEPTEMBER 8, 1983 AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

Carl L. Williams

CARL L. WILLIAMS
SECRETARY/EXECUTIVE DIRECTOR

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REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY
COMMISSION WILL BE HELD ON THURSDAY September 8, 1983
9:30 A.M, 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

T E N T A T I V E A G E N D A
* * * * * * * * * * * * * * *

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1. ROLL CALL:

   Elouise Westbrook, President
   James Fussell, Jr., Vice President
   Joan M. San Jule, Commissioner
   Preston Cook
   Betty Brooks
   Beatrice Patterson
   Reverend Harry Chuck

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

   (a) Resolution - Resolution Authorizing Settlement of North Beach Tenants Association, et al v. San Francisco Housing Authority.

Carl L. Williams
Secretary/Executive Director

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9/8/83

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

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Regular Meeting Held:
Thursday, September 8, 1983

440 Turk Street
San Francisco, CA

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, September 8, 1983 at 9:30 a.m.

1. ROLL CALL:

The meeting was called to order by President Westbrook at 9:40 a.m.

Roll call found the following members to be:

PRESENT: Elouise Westbrook, President
James Fussell, Jr., Vice President
Preston Cook, Commissioner
Betty Brooks, Commissioner
Beatrice Patterson, Commissioner

ABSENT: Joan M. San Jule, Commissioner
Reverend Harry Chuck, Commissioner

A quorum was present.

ALSO PRESENT: Carl L. Williams, Executive Director

2. VISITORS:

Mrs. Melvina Powell, Westside Court
Bertha Hensley, Potrero Terrace
Patricia Accooe, Potrero Terrace
Maybelline Hubbard, Potrero Terrace
Christine Neal, PHTA
Cleola Richardson, Westside
Mrs. Brown, Plaza East
Louise Hall, Alice Griffith
Barbara Crenshaw, Sunnydale
Mary Wolridge, Alice Griffith

3. APPROVAL OF AGENDA:

Vice President Fussell moved to approve the agenda of September 8, 1983 and Commissioner Cook seconded the motion. The agenda of September 8, 1983 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Vice President Fussell moved to approve the minutes of August 25, 1983 and Commissioner Cook seconded the motion. The minutes of August 25, 1983 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Mr. Williams called attention to a letter received September 8, 1983 from the San Francisco Lawyers Committee for Urban Affairs regarding the desegregation of the schools in San Francisco. They are requesting that the Authority provide them certain information regarding location and tenancy.

6. REPORT OF SECRETARY

None

7. COMMITTEE REPORTS:

None

8. REPORT OF COUNSEL:

None

9. TENANT REPRESENTATIVE REPORT:

None. President Westbrook expressed her concern that there was no report from PHTA.

10. UNFINISHED BUSINESS:

An executive session of the Commission had been scheduled for later today, September 8, at 4:30. President Westbrook requested that this meeting be rescheduled because several Commissioners would not be able to attend the 4:30 meeting.

11. NEW BUSINESS:

(a) Settlement of North Beach Tenants Association, et al v. San Francisco Housing Authority:

Mr. Williams stated that the matter of the lawsuit between the North Beach Tenants Association and other tenant associations and the San Francisco Housing Authority is ready to be settled. This litigation began sometime in 1980. There has been a series of settlement meetings between the Authority, the San Francisco Neighborhood Legal Assistance Foundation (SFNLAF) and some of the tenants. Mr. Williams stated that Mary Wolridge of Alice Griffith Tenants Association would like to address the Commission regarding this matter. Ms. Wolridge stated that in the last part of 1981 she had informed Mr. Wartelle of SFNLAF that Alice Griffith Tenants Association wanted to withdraw from the lawsuit. For the record Ms. Wolridge stated before the Commission that Alice Griffith Tenants Association is not part of the lawsuit. Mrs. Hensley from Potrero Terrace addressed the Commission and stated that she also was withdrawing from the lawsuit and would so inform SFNLAF. Vice President Fussell asked if SFNLAF had been notified that this matter would be on the agenda. Mr. Terheyden, the attorney who is handling this lawsuit on behalf of the Authority stated that he had informed SFNLAF that this would be on the agenda.

Vice President Fussell noted that there seemed to be areas of confusion and more time is needed to review this. He suggested that this matter be tabled. There was no objection from the other Commissioners.

(b) Visitors - President Westbrook called on those visitors who wished to address the Commission.

12. ADJOURNMENT:

There being no further business to come before the Commission the meeting of September 8, 1983 was adjourned at 10:20 a.m.

ELOUISE WESTBROOK
President

CARL L. WILLIAMS
Secretary/Executive Director

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SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

Dianne Feinstein, *Mayor*
Elouise Westbrook, *President*
James Fussell, Jr., *Vice President*
Joan M. San Jule
Preston Cook
Betty Brooks
Beatrice Patterson
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

September 19, 1983

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PUBLIC NOTICE

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 9:30 A.M., THURSDAY, SEPTEMBER 22, 1983 AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

CARL L. WILLIAMS
SECRETARY/EXECUTIVE DIRECTOR

SF
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#1
9/22/83

REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY September 22, 1983 9:30 A.M, 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

TENTATIVE AGENDA

* * * * * * * * * * * * * * * *

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1. ROLL CALL:

   Elouise Westbrook, President
   James Fussell, Jr., Vice President
   Joan M. San Jule, Commissioner
   Preston Cook, Commissioner
   Betty Brooks, Commissioner
   Beatrice Patterson, Commissioner
   Reverend Harry Chuck, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

    (a) Resolution - Resolution Authorizing Settlement of North Beach Tenants Association et.al. v. San Francisco Housing Authority.

11. NEW BUSINESS:

    (b) Resolution - Resolution Authorizing Three Staff Persons to Attend a Section 8 Workshop in Fresno, California 9/22/83 - 9/23/983.

    (c) Resolution - Resolution Authorizing Renewal of Agreement Between San Francisco Housing Authority and Alice Griffith Tenants Association regarding use of Authority Property for Parking by Patrons of Candlestick Park.

Carl L. Williams
Secretary/Executive Director

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#3
9/22/83

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held:
Thursday, September 22, 1983

440 Turk Street
San Francisco, CA

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, September 22, 1983 at 9:30 a.m.

1. ROLL CALL:

The meeting was called to order by President Westbrook at 9:35 a.m.

Roll call found the following members to be:

PRESENT: Elouise Westbrook, President
James Fussell, Jr., Vice President
Joan M. San Jule, Commissioner
Preston Cook, Commissioner
Betty Brooks, Commissioner
Beatrice Patterson, Commissioner
Reverend Harry Chuck, Commissioner

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A quorum was present.

ALSO PRESENT: Carl L. Williams, Executive Director

2. VISITORS:

Dollie Smith, Westbrook Apartments
Bobbie Sanders, Head & Randolph
Brenda Conway

3. APPROVAL OF AGENDA:

Vice President Fussell moved to approve the agenda of September 22, 1983 and Commissioner Chuck seconded the motion. The agenda of September 22, 1983 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner San Jule moved to approve the minutes of September 8, 1983 and Commissioner Brooks seconded the motion. The minutes of September 8, 1983 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Mr. Williams reported that a letter from the San Francisco Unified School District (SFUSD) dated September 15, 1983 has been received regarding the consent decree with respect to the school desegregation. SFUSD is requesting that the Authority meet with them regarding certain aspects of the consent decree. Mr. Williams stated that he will be meeting with SFUSD on September 26, and will report back to the Commission following that meeting.

6. REPORT OF SECRETARY:

Mr. Williams reported that travel to the annual NAHRO convention in San Diego had been approved in July of this year. The following Commissioners will be attending: Westbrook, Fussell, Patterson and Chuck. He, Ron Atkielski and Dennis Guest of staff will be attending.

7. COMMITTEE REPORT:

None

8. REPORT OF COUNSEL:

None

9. TENANT REPRESENTATIVE REPORT:

Bobbie Sanders of PHTA submitted the following report:

-The secretary for PHTA should be hired by the end of next week.

-There will be a job opening for a PHTA van driver and janitor.

-Bernal Dwellings has cleared up their dispute and held an election of officers on September 21, 1983. The following officers were elected: President, Juanita Butler; Vice President, Retha Weaver; Secretary, Augusta Baird; Treasurer, Florence Garner; Parliamentarian, Katie Lewis; Seargent-at-Arms, Clarence Hankins; Corresponding Secretary, Ramona Williams.

-The budget committee of PHTA will be meeting on September 26, 1983 to work on the 83-84 budget.

-PHTA is currently waiting for the remainder of their funds to be transferred to their account.

-Mr. Rick Hansen, President, had a doctor's appointment this morning and is unable to attend the meeting.

10. UNFINISHED BUSINESS:

(a) RESOLUTION NO. 2547

RESOLUTION AUTHORIZING SETTLEMENT OF NORTH BEACH TENANTS ASSOCIATION ET AL VS. SAN FRANCISCO HOUSING AUTHORITY

* *

WHEREAS, the San Francisco Housing Authority and its Board of Commissioners are Defendants in a San Francisco Superior Court lawsuit entitled North Beach Tenants Association, et al., Plaintiffs, vs. San Francisco Housing Authority, et al., Defendants, No. 766 987, filed on May 19, 1980;

WHEREAS, it would cost the San Francisco Housing Authority a substantial sum of money and amount of staff time to continue the defense of this litigation through trial;

WHEREAS, substantial legal fees and staff time could be saved by entering into a Stipulation for Entry of Judgment and Settlement Agreement;

WHEREAS, representatives of the San Francisco Housing Authority and its attorney have negotiated in good faith a Settlement Agreement with Plaintiffs and their counsel which amounts to a fair and reasonable resolution of the issues of the lawsuit; and

WHEREAS, by entering into the Stipulation for Entry of Judgment and Settlement Agreement Defendants would in no way admit that any of the claims of the lawsuit are valid and would specifically declare that said Settlement Agreement is not to be construed as an admission of any liability, wrongdoing or failure on the part of any Defendant;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

The Board of Commissioners of the San Francisco Housing Authority hereby authorizes Carl Williams, Executive Director, and its attorney to enter into a Stipulation for Entry of Judgment and Settlement Agreement with Plaintiffs and their attorneys in San Francisco Superior Court Action No. 766 987.

APPROVED AS TO FORM:

Counsel_____

Date_____

Mr. Williams stated that this resolution was carried over from the last Commission meeting. It authorizes a settlement of the lawsuit of the North Beach Tenants Association, et al. vs. San Francisco Housing Authority. Mr. Williams stated that he thinks this is a good settlement. It represents the interest of the tenants very well and provides a framework for cooperation and promotion of a harmonious relationship between the tenants and the Authority.

Vice President Fussell moved to adopt Resolution No. 2547 and Commissioner San Jule seconded the motion. Resolution No. 2547 was UNANIMOUSLY ADOPTED.

11. NEW BUSINESS:

(a) RESOLUTION NO. 2548

RESOLUTION AUTHORIZING THREE (3)
STAFFPERSONS TO ATTEND THE SECTION 8
WORKSHOP HARVEST 1983 IN FRESNO, CALIFORNIA

* *

WHEREAS, The Leased Housing Department of the San Francisco Housing Authority is charged with the responsibility of administering the Section 8 Existing Housing Program; and

WHEREAS, the efficient administration of the program requires staff to have current information and education to provide the maximum service to the low-income residents they serve, and,

WHEREAS, the Fresno Housing Authority will be offering information designed to help improve internal, external and legal communications in the Section 8 Program, at a workshop in Fresno, California on September 22nd and 23rd.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Field Auditor of the Leased Housing Department and two (2) Property Inspectors are authorized to attend the Workshop Harvest 1983 in Fresno, California on September 22nd and 23rd.

2. The Executive Director is authorized to execute whatever documents are needed in connection with said travel; and

3. This resolution shall take effect immeidately

APPROVED AS TO FORM:

_____
Connie M. Perry, Counsel

DATE: _____

Mr. Williams stated that this resolution authorizes three staff persons from the Leased Housing Department to attend a Section 8 Workshop in Fresno, California.

Commissioner Cook moved to adopt Resolution No. 2548 and Commissioner Brooks seconded the motion. Resolution No. 2548 was UNANIMOUSLY ADOPTED.

(b) Resolution No. 2549

* * * * * * * * * * * * * * * * *

RESOLUTION AUTHORIZING A CONTRACT BETWEEN SAN FRANCISCO HOUSING AUTHORITY AND ALICE GRIFFITH TENANTS' ASSOCIATION TO OPERATE A PARKING LOT ON A PARCEL OF LAND KNOWN AS A PORTION OF LOT 20 IN ASSESSOR'S BLOCK 4884 IN SAN FRANCISCO, CALIFORNIA

* *

WHEREAS, the San Francisco Housing Authority owns a parcel of land known as a portion of Lot 20 Assessor's Block 4884 located in San Francisco, CA; and

WHEREAS, the Alice Griffith Tenants' Association has requested the Commission to renew the Contract to operate a parking lot on that parcel of land; and

WHEREAS, The Alice Griffith Tenants' Association satisfactorily operated according to the terms of the 1982-83 Contract; and

WHEREAS, the San Francisco Housing Authority desires to promote tenant employment whenever possible;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

i. That the Executive Director is authorized to negotiate and enter into an agreement with the Alice Griffith Tenants' Association to operate said parking lot under the same terms and conditions of the existing contract.

ii. That the proceeds from the operation of the lot be divided equally between the Public Housing Tenants' Association (PHTA) and the Alice Griffith Tenants' Association.

iii. That the staff of the San Francisco Housing Authority shall establish accounting procedures for the receipt and disbursement of the proceeds from the operation of the parking lot.

iv. This resolution shall take effect immediately.

APPROVED AS TO FORM:

Connie M. Perry

Connie M. Perry
Legal Counsel

DATE: Sept 30, 1983

Mr. Williams stated that this resolution authorizes the renewal of the agreement between the Authority and the Alice Griffith Tenants' Association regarding the Candlestick parking lot. This agreement was authorized last year and is scheduled to expire at the end of this fiscal year.

Vice President Fussell moved to adopt Resolution No. 2549 and Commissioner San Jule seconded the motion. Resolution No. 2549 was UNANIMOUSLY ADOPTED.

(c) Other:

Commissioner San Jule commended Jim Williams and his staff for establishing the "Family and Community Service News Brief." She stated that it contained a lot of good information and hopes that it will be published on a regular basis.

Commissioner Westbrook asked about the possibility of rehabilitating one of the buildings slated for demolition in the Alice Griffith Project for use as a child care center.

Mr. Williams congratulated Commissioner San Jule on her reappointment to the Housing Authority Commission.

President Westbrook called on those visitors who wished to address the Commission regarding their concerns.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of September 22, 1983 was adjourned at 10:20 a.m.

_____

ELOUISE WESTBROOK, President

_____

CARL L. WILLIAMS
Secretary/Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

Dianne Feinstein, *Mayor*
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James Fussell, Jr., *Vice President*
Joan M. San Jule
Preston Cook
Betty Brooks
Beatrice Patterson
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

SF
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#4
10/13/83

October 7, 1983

PUBLIC NOTICE

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 9:30 A.M., THURSDAY, OCTOBER 13, 1983 AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

CARL L. WILLIAMS
SECRETARY/EXECUTIVE DIRECTOR

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REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY
COMMISSION WILL BE HELD ON THURSDAY October 13, 1983
9:30 A.M, 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

TENTATIVE AGENDA

* * * * * * * * * * * * * * *

1. ROLL CALL:

Elouise Westbrook, President
James Fussell, Jr., Vice President
Joan M. San Jule, Commissioner
Preston Cook, Commissioner
Betty Brooks, Commissioner
Beatrice Patterson, Commissioner
Reverend Harry Chuck, Commissioner

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2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

(a) Resolution - Resolution Approving Contract for Accounting Services Prior to Audit Performance.

(b) Resolution - Resolution Approving Award of Biennial Audit Contract for the Period Ending 1983.

(c) Resolution - Resolution Approving San Francisco Public Housing Tenants Association Contract with the San Francisco Housing Authority for 1983-84.

Carl L. Williams
Secretary/Executive Director

SF
H65
#3
10/13/83

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held:
Thursday, October 13, 1983

440 Turk Street
San Francisco, CA

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, October 13, 1983 at 9:30 a.m.

1. ROLL CALL:

The meeting was called to order by President Westbrook at 9:30 a.m.

Roll call found the following members to be:

PRESENT: Elouise Westbrook, President
James G. Fussell, Jr., Vice President
Preston Cook, Commissioner
Beatrice Patterson, Commissioner
Reverend Harry Chuck, Commissioner

ABSENT: Joan San Jule, Commissioner
Betty Brooks, Commissioner

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A quorum was present.

ALSO PRESENT: Carl L. Williams, Executive Director

2. VISITORS:

Christine Neal, Alice Griffith
Mrs. Thomas, Alice Griffith
Kay Kardosky, PHTA
Roxie McCormick, PHTA
Melvina Powell, Westside
Comilia Brown, Plaza East
Jeannie Pearson, Plaza East
Reva Ransburg, Hunters View
Darlene Fleming, Hunters View
Jewell Green, Hunters View
Mary C. Jones
Addie Akins

3. APPROVAL OF AGENDA:

The agenda was amended to include another item under new business: Resolution Authorizing the Execution of Amendment No. 58 (Modernization) to Annual Contributions Contract No. SF-255 Providing for the Deposit of Monies under a General Depositary Agreement, and the Issuance of Project Notes and Permanent Notes. Vice President Fussell moved to approve the agenda as amended and Commissioner Cook seconded the motion. The amended agenda of October 13, 1983 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Cook moved to approve the minutes of September 22, 1983 and Commissioner Chuck seconded the motion. The minutes of September 22, 1983 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Mr. Williams stated that a detailed proposed agreement between the Authority and the Aspen Group has been received. This proposed agreement has been distributed to Authority staff and will be reviewed at the staff meeting. Mr. Williams stated that he will be forwarding copies to the Finance Committee.

6. REPORT OF SECRETARY:

Secretary Carl Williams reported on two items: 1) The regional office of HUD has contacted the Authority regarding an audit that they are doing of the Authority. The audit began last week and it will cover a wide range of areas. Mr. Williams alerted the Commissioners to the possibility that they may be receiving calls from the HUD Inspector General Office. It will be regarding this audit and he requested that the Commissioners cooperate. 2) The Board of Supervisors' Planning, Housing & Development Committee is going to hold a hearing on October 18, 1983 at 2:00 p.m. regarding the Grand Jury Report. This report had come out covering several agencies, including the Authority.

Vice President Fussell requested that staff prepare a fact sheet covering what has happened in the Authority during the last 3-4 years so that the Commissioners would have that for reference purposes.

7. COMMITTEE REPORT:

Commissioner Cook reported that the select committee looking into the situation of the plumbers met last week to discuss this issue. There has been some improvements with the number of work requests done by the plumbers. The committee suggested that staff look into assigning a plumber and plumber apprentice to do just emergency work. By doing this, staff can measure exactly how many work orders are completed on a regular basis by each plumber.

Commissioner Chuck reported that the Tenant Relations Committee met on September 27, 1983. He stated that the committee will continue to meet on a monthly basis. These meetings have been very helpful in improving communications. It also brings before the Committee those concerns that can be taken care of by the Committee rather than the full Commission.

8. REPORT OF COUNSEL:

The Legal Action Summary had been distributed to the Commission.

9. TENANT REPRESENTATIVE REPORT:

Rick Hansen, President of PHTA reported on the following items:

-Since the last Commission meeting, PHTA's Finance Committee has met with the Authority to negotiate the 83-84 budget. The first quarter of the 83-84 budget is before the Commission for approval.

-A new secretary for PHTA has been hired. Mr. Hansen introduced Mr. Dolphus King, the new secretary, clerk typist, office manager.

-Interviews are being held today, October 13, for the positions of PHTA driver and janitor.

-Plaza East held its election on October 8. The following officers were elected: President, Jeannie Pearson; Vice President, Comilia Brown; Secretary, Linda Williams; Treasurer, Perneria Howard.

-Upon the resignation of Lillian Robinson, Ms. Roxie McCormick, the 2nd Vice President was automatically promoted to first Vice President. On October 12 a new 2nd Vice President was elected, Ms. Laura Berry from Bernal.

-PHTA has decided to return to having meetings once a week.

10. UNFINISHED BUSINESS: None

11. NEW BUSINESS:

(a) RESOLUTION NO. 2550

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT WITH FERGUSON, MOORHEAD AND COMPANY TO PROVIDE ACCOUNTING SERVICES

* *

WHEREAS, it has been suggested that for the Authority to be issued a unqualified or qualified audit opinion for the bi-ennial period ended September 30, 1983, substantial work must be performed for certain balance sheet accounts; and

WHEREAS, Accounting staff has been assigned certain balance sheet accounts to analyze and reconcile for the period of October 1, 1981 through September 30, 1983; and

WHEREAS, existing Accounting staff is unable to devote additional time to this task of analyzing and reconciling these balance sheet accounts for the periods of October 1, 1974 through September 30, 1983; and

WHEREAS, the Authority has received additional funds in its FY 1983-84 Low Rent Operating Budget Subsidy to pay for these accounting services; and

WHEREAS, on September 2, 1983 the Housing Authority requested proposals from various chartered accounting firms to analyze and reconcile these balance sheet accounts, establishing a limit not to exceed 1500 hours; and

WHEREAS, on September 30, 1983, the following proposals were received and reviewed by Housing Authority staff:

FIRM	AMOUNT
Chan & Yuen	$20,000
Ferguson & Moorhead & Company	20,000
Touche, Ross & Company	33,000
Sainz, Vargas & Company	37,260
Steven Yu & Company	37,500
Morris, Davis & Company	38,225
Peat, Marwick, Mitchell & Company	39,200
Parnell, Kerr & Foster	47,600

WHEREAS, after a review of the proposals, Housing Authority determined it to be in the best interest of the Authority to award the contract to Ferguson, Moorhead and Company;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO, THAT:

1. A Contract for performing accounting services of the San Francisco Housing Authority's Low Rent Housing Program on certain balance sheet accounts be awarded to Ferguson, Moorhead and Company in an amount not to exceed $20,000;

2. The Secretary-Executive Director is hereby authorized and directed to execute the above mentioned contract on behalf of the San Francisco Housing Authority.

APPROVED AS TO FORM:

Connie M. Perry, Legal Counsel Date

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT WITH FERGUSON, MOORHEAD AND COMPANY TO PROVIDE AUDITING SERVICES

* *

WHEREAS, the San Francisco Housing Authority has entered into Annual Contributions Contracts with the U. S. Department of Housing and Urban Development for its Low Rent Housing Program, Contract No. SF-255; Section 23 Housing Program, Contract No. SF-268, and Section 8 Housing Program, Contract No. SF-618; and

WHEREAS, the U. S. Department of Housing and Urban Development requires that biennial audits be made on the accounts and records of any organization receiving such contract funds; and

WHEREAS, the San Francisco Housing Authority's last audit was for the period of October 1, 1979 through September 30, 1981; and

WHEREAS, on August 15, 1983, the Housing Authority requested proposals from various Chartered Public Accounting firms to audit such contract expenditures; and

WHEREAS, the San Francisco Housing Authority's Request for Bid on Biennial Audits included the audit of the 1982 and 1983 Summer Food Program as well as the Biennial Audits of the Miscellaneous Fund for the period ending September 30, 1981 and September 30, 1983; and

WHEREAS, on September 30, 1983, the following proposals were received and reviewed by Housing Authority staff:

FIRM	NO. OF HOURS	NO. OF MAN DAYS	AMOUNT
Morris, Davis & Company	880	110	$ 13,800
Chan & Yuen	1,024	128	31,000
Parnell, Kerr & Foster	760	95	30,336
Steven Yu & Company	1,200	150	32,200
Ferguson, Moorhead & Company	1,600	200	50,000
Sainz, Vargas & Company	1,480	185	39,590
Peat, Marwick, Mitchell & Company	1,352	169	42,500
Touche, Ross & Company	1,700	213	49,100

WHEREAS, after a review of the proposals, Housing Authority staff determined that the lowest and most realistic proposal was that of Ferguson, Moorhead and Company;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO, THAT:

1. A Contract for performing an audit of the San Francisco Housing Authority's Low Rent Housing Program, Contract SF-255; Section 23 Housing Program, Contract SF-268, Section 8 Housing Program, Contract SF-618, for the period of October 1, 1981 through September 30, 1983; and the 1982 and 1983 Summer Food Programs; and the Biennial Audits on the Miscellaneous Fund for the periods ending September 30, 1981 and September 30, 1983 be awarded to Ferguson, Moorhead and Company in the amount of $50,000;

2. The Secretary-Executive Director is hereby authorized and directed to immediately execute the above mentioned contract on behalf of the San Francisco Housing Authority.

APPROVED AS TO FORM:

_____

CONNIE M. PERRY
Legal Counsel

DATED: _____

Mr. Williams stated that Resolutions No. 2550 and 2551 authorizes the contract for accounting and auditing services to the firm of Ferguson, Moorhead and Company. There are a number of outstanding audit findings which cannot be resolved without taking care of various accounts extending back to 1970-74. The services of an accounting firm is needed to go back and analyze these previous accounts and make recommendations to the Authority and in turn to HUD as to how they can be handled. Also, it would be appropriate that the same firm do both the accounting and auditing services since the two are very closely related. Mr. Koeritz, Director of Finance, has met with the five finalists and all of the firms are minority firms. Staff is recommending that the firm of Ferguson, Moorhead and Company receive the accounting and auditing contracts.

President Westbrook expressed her concern that the firm would be able to do the job as per the contracts and would not be returning at future Commission meetings requesting additional funds. Mr. Koeritz informed her that the firms understood that the proposals submitted had to be for the maximum number of man/days at maximum cost. Any billing would be for actual man/days and actual costs and that there would be no amendments to the contracts.

Commissioner Cook moved to adopt Resolutions No. 2550 and No. 2551 and Vice President Fussell seconded the motion. Resolutions No. 2550 and No. 2551 were UNANIMOUSLY APPROVED.

(c) RESOLUTION NO. 2552

RESOLUTION AUTHORIZING THE EXECUTION OF AMENDMENT NO. 58 (MODERNIZATION) TO ANNUAL CONTRIBUTIONS CONTRACT NO. SF-255 PROVIDING FOR THE DEPOSIT OF MONIES UNDER A GENERAL DEPOSITARY AGREEMENT, AND THE ISSUANCE OF PROJECT NOTES AND PERMANENT NOTES

* *

MODERNIZATION PROJECT NUMBER

CAL 1-910

FOR PROJECTS NOs. CA 1-2, CA 1-3, CA 1-5, CA 1-10, CA 1-18(4), CA 1-18(7)

WHEREAS, The HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO (herein called the "Local Authority") proposes (1) to enter into an amendment to the existing Annual Contributions Contract (herein called the "Amendment") with the United States of America (herein called the "Government"); (2) to provide to the deposit of monies pursuant to a General Depository Agreement; and (3) to authorize the issuance of its notes as evidence of advances to be made to the Local Authority pursuant to the Contract, as amended; all with respect to any "Project" as defined in the Contract, as amended, and which at any time now or hereafter is incorporated under the terms of such Contract as amended.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO, THAT:

1. The amendment to the Annual Contributions Contract is hereby approved and accepted, and the President or Vice President is hereby authorized and directed to execute three counterparts of the Amendment on behalf of the Local Authority, and the Secretary is hereby authorized to impress and attest the official seal of the Local Authority on each such counterpart and to forward such executed counterparts, or any of them to the Government, together with such other documents evidencing the approval and authorizing the execution thereof as may be required by the Government.

2. The Bank of America, N.T. & S.A., and the Local Authority have previously entered into a General Depositary Agreement (HUD Form 5199A, dated May 29, 1969) which provides for the deposit of specified monies of ". . . one or more additional low rent housing projects . . ." The Local Authority hereby determines that, pursuant to the terms of the Agreement, the aforementioned Bank shall be the Depositary for the project established under this Agreement.

3. The Executive Director is hereby authorized to file with the Government, from time to time as monies are required, requisitions together with the necessary supporting documents, requesting advances be made on account of the loan provided in the Contract, as amended, and the proper officers of the Local Authority shall prepare, execute and deliver to the Government, Notes hereinafter authorized, and shall accept payment therefor from the Government in cash and/or exchange for other Notes of the Local Authority, and such persons are authorized to do and perform all other things and acts required to be done or performed in order to obtain such advances. Cash proceeds from the sale of all Notes shall be deposited only in accordance with the provisions of the Contract, as amended.

4. In order to provide monies to finance the Development Cost of each project and to refund, renew, extend or substitute for any Project Loan Notes (in the Contract called "Advance Notes") or Permanent Notes by this Resolution authorized to be issued (or any such Notes by any other resolution authorized to be issued and which are outstanding, or on deposit for delivery pending payment therefor, as of the date this Resolution becomes effective), or for any Project Notes (in the Contract called "Temporary Notes") by the Local Authority in anticipation of the delivery of Project Loan or Permanent Notes of the Local Authority in an aggregate principal amount outstanding at any one time (whether authorized by this Resolution or any other Resolution authorizing the issuance of Project Loan or Permanent Notes) equal to the Maximum Development Cost (or the Actual Development Cost, if such amount has been determined) of each project, less the sum of (1) the principal amount of Bonds issued to finance such Development Cost, and (2) the principal amount of Project Loan, Permanent, or Project Notes issued to finance such Development Cost, and which has then been retired form funds other than the proceeds of any loan obtained by the Local Authority.

B. Each such note shall bear interest and be payable in the form and manner prescribed by the Contract and this Resolution shall be signed in the name of the Local Authority by the President or Vice President; shall have the official seal of the Local Authority impressed thereon and attested by the Secretary. Each Project Loan Note shall be in substantially the form of HUD Form No. HUD-9204, and each of which form is incorporated herein by reference and made a part hereof. Project Loan Notes shall be issued to finance the Development Cost of Non-Permanently Financed Projects and Permanently Finance Projects, respectively.

C. Each note issued with respect to any project shall be a direct and general obligation of the Local Authority, the full faith and credit of which is hereby pledged for the punctual payment of the principal of and interest on such Notes; and, together with all other notes issued pursuant to this Resolution, shall be additionally secured by (1) a first pledge of the annual contributions payable to such payment pursuant to the Contract, and (2) by a pledge of lien on the Residual Receipts of such Project and after providing for the payment of Bonds issued in respect to such project.

D. As additional security for the equal and rateable payment of the principal of and interest on each note issued with respect to any Project, together with each other Note issued with respect to such Project, the Local Authority, to the fullest extent permitted by the laws of the State, hereby pledges, mortgages, conveys and grants unto the Government all property described in the Contract constituting such Project, including that certain real property relating to each such Project and more particularly described in the trust instrument or any amendment thereto as executed and recorded by the Local Authority pursuant to the Contract; and recorded by the Local Authority pursuant to the Contract; PROVIDED THAT, in respect to permanently Financed Projects, the lien of such pledge and mortgage and rights granted and conveyed pursuant to this paragraph shall (1) be junior to the Bonds and junior to the pledge of Residual Receipts securing the Bonds, and (2) not be foreclosable until all Bonds shall have been paid and discharged in the manner provided in the Bond Resolutions. If the preceding sentence shall be adjudged by a Court of competent jurisdiction to be invalid or ineffective, it is the intention of the Local Authority to be fully obligated under the other provisions of this Resolution and that such judgement shall not impair or invalidate the obligation

of the Local Authority to pay the principal of and interest of each Note from other funds of the Local Authority as provided herein.

5. Whenever the following terms, or any of them, are used in this Resolution, the same, unless the context shall indicate another of different meaning or intent, shall be construed, and are intended to have meanings as follows:

(1) The term "Resolution" shall mean this Resolution.

(2) All other terms used in this Resolution and which are defined in the Contract shall have the respective meaning ascribed thereto in the Contract.

6. All Resolutions or parts of Resolutions heretofore adopted by the Local Authority which authorize the issuance and/or delivery of Advance, Project Loan or Permanent Notes pursuant to the Contract, are hereby repealed; PROVIDED, HOWEVER, that such repeal shall in no way affect the validity of Advance Project Loan or Permanent Notes issued pursuant to any previous Resolution.

7. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

_____
Connie M. Perry
Legal Counsel

DATE _____

Mr. Williams stated that this resolution is regarding the vacate repair program. HUD notified the Authority sometime ago that approximately $1.7 million is available for the purpose of repairing vacant units. This resolution is a technical requirement of HUD amending the Authority's Annual Contributions Contract. Adoption of the resolution is required before the funds can be expended.

A discussion followed regarding how this funding would affect the overall vacate program. Commissioner Cook expressed his concerns regarding reducing the number of vacant units. Vice President Fussell proposed that the Finance Committee review this matter. Commissioner Cook requested that the subject of contracting out also be reviewed.

Vice President Fussell moved to adopt Resolution No. 2552 on the condition that the Finance Committee review the concerns raised. Commissioner Chuck seconded the motion. Resolution No. 2552 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION NO. 2553

* * * * * * * * * * * * *

RESOLUTION APPROVING CONTRACT BETWEEN PHTA AND SFHA FOR THE DELIVERY OF SERVICES AND ASSISTANCE TO TENANTS IN CONVENTIONAL PUBLIC HOUSING

* *

WHEREAS, the San Francisco Housing Authority is funded in part by the United States Department of Housing and Urban Development and authorized by HUD Circular HM 7475.9 (February 10, 1972) to provide funding to Tenant Councils to implement the purpose set forth in that Circular; and

WHEREAS, the San Francisco Public Housing Tenants' Association (PHTA) is a nonprofit corporation created for the purpose of representing the interests of tenants in Conventional Public Housing; and

WHEREAS, the San Francisco Housing Authority desires to enter into an agreement with PHTA for the delivery of services to SFHA tenants of Conventional Housing; and

WHEREAS, the Executive Director of the SFHA and PHTA have negotiated the terms of an agreement acceptable to both parties.

NOW, THERFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute an agreement with PHTA under the same terms and conditions as outlined in the document attached to this resolution.

2. This resolution shall take effect immediately.

APPROVED AS TO FORM

_____

CONNIE M. PERRY
Legal Counsel

DATE: _____

The Commission reviewed the budget of PHTA for the period October 1, 1983 to December 31, 1983 (Exhibit 1). A discussion followed regarding staffing and the possibility of additional funding for PHTA.

Vice President Fussell moved to adopt Resolution No. 2553 and Commissioner Chuck seconded the motion. Resolution No. 2553 was UNANIMOUSLY ADOPTED.

WHEREAS the San Francisco Housing Authority (SFHA) is a public housing authority funded in part by the United States Department of Housing and Urban Development and authorized by HUD circular HM 7476.1 (February 10, 1972) to provide funding to Tenant Councils to implement the purpose set forth in that Circular; and

WHEREAS the San Francisco Public Housing Tenants Association (PHTA) is a nonprofit corporation created for the purpose of representing the interests of and providing education, service and assistance to all tenants of the conventional Public Housing owned and operated by SFHA; and

WHEREAS the parties to this agreement recognize that an independent city wide tenants association has a crucial role to play in the effective management of public housing in that such an association can articulate the interests of tenants, provide effective education to tenants regarding their responsibilities and duties under their lease, and help build viable communities within public housing projects; and

WHEREAS the parties to this agreement recognize that mutual cooperation and assistance is necessary to promote and improve the quality of public housing in San Francisco.

IT IS HEREBY UNDERSTOOD AND AGREED:

1. THAT the membership of the Tenants Council known as PHTA must consist of residents of low rent public housing administered by SFHA. PHTA must provide an annual budget with a program narration describing its proposed activities and estimated cost on a line-item basis.

2. THAT all items of expenditure by PHTA, provided from funds allocated by SFHA, shall be for the purpose of promoting Social Service Programs for residents, assisting in improving efficiency, economy and stability in SFHA operations, organizing tenants to promote better living environment within SFHA projects and in continuing to develop productive residents-SFHA communications which are beneficial to the physical and social environment of our developments.

3. THAT such funds provided in any one fiscal period commencing on October 1 and ending September 30 shall not exceed $3.00 per unit per year of project units in management. Units in management as of March 1, 1982 preceding the budget year commencing October 1, 1982, shall be the figure used for budgeting purposes. The SFHA will provide for a budgetary amendment should additional units in excess of 100 become available to Management during the fiscal funded year commencing October 1 through September 30, 1983. The SFHA shall provide funds on an annual basis to PHTA. Such funds shall be provided in equal monthly payments on the first day of each month unless otherwise agreed

by the parties.

4. San Francisco Public Housing shall report regularly at SFHA Commission meetings on the status of various tenant programs, evaluation of ongoing SFHA operations and other relevant concerns of tenants.

5. SFHA shall notify PHTA of proposed changes in policies or programs that may affect tenants. PHTA agrees that it shall inform SFHA of any concerns it has with any current or prospective policy or program and that PHTA and SFHA will endeavor good faith to resolve whatever differences may exist regarding such policy or program.

6. Within sixty (60) days of the execution of this agreement PHTA shall prepare in writing and make available to all tenants of San Francisco Public Housing and the SFHA Commission specific programs and activities designed to promote and further the purposes of this agreement.

7. PHTA shall administer the grievance procedure in accordance with the terms of the grievance procedure as adopted by the SFHA Commission. In the event that the grievance procedure is repealed by SFHA then PHTA will have no further obligation under this section. This agreement shall not be construed as PHTA consent to abolishment of grievance procedure.

8. SFHA will purchase such nonexpendable operating equipment as the parties may agree to be necessary for PHTA's office. SFHA shall retain ownership of all such equipment. All equipment purchase requests shall be submitted to the Director of Finance no later than May 15 of each year.

9. SFHA shall provide PHTA with a van for the conduct of PHTA business. Seventy-five gallons a month of gas shall be provided free of charge to PHTA for the van. Additional gas as needed shall be provided through SFHA's motor pool and PHTA shall be billed monthly for such gas at SFHA's cost. General maintenance and upkeep on the van shall be done by SFHA and billed at the Authority's cost. The van shall only be used for PHTA, tenant and SFHA activities. All van drivers must have a valid class I license and shall furnish evidence of same to the office of Legal Counsel. PHTA shall comply with attached rules for use of van.

10. PHTA shall include as its members all tenants of SFHA administered low rent public housing. PHTA may assist tenants in organizing tenant associations in individual projects and in organizing their projects, meetings and elections.

11. PHTA shall annually provide SFHA with a budget for the planned expenditure of funds provided under this agreement no later than July 15 each year. Eligible expenditures for such

funds shall include: payment for nonexpendable equipment $100 or less, expendable supplies, telephone utilities, postage, insurance and bonding, other costs of maintaining the PHTA office, equipment rental, NTO dues, printing, fund raising activities, travel expenses, costs of operation of the van in excess of SFHA donated costs, legal fees and other costs related to monitoring agreements between SFHA and its tenants, staff costs and any other item of expenditure reasonably related to the purposes of this agreement. Any reprogramming of line items within this budget shall be approved in advance by SFHA. Such approval shall not be unreasonably withheld.

12. PHTA shall at all times retain the services of a Certified Public Accountant mutually acceptable to both parties to assist in the maintenance of adequate records of expenditures of all PHTA funds. Within 30 days of the end of each calendar month, PHTA shall provide SFHA a financial report (on forms attached to this agreement) of the expenditure of all funds provided under this agreement and of all funds raised through the use of funds provided under this agreement. Such a report shall include a general ledger account, bank statements, canceled checks and vouchers and shall be signed by PHTA's accountant. No funds shall be released for PHTA during any time period in which such a report is overdue. If for any reason the designated CPA services are terminated SFHA shall be immediately notified in writing.

13. SFHA shall pay to the United States Internal Revenue Service and to the State of California all funds necessary to satisfy any obligations of PHTA for failure to withhold federal or state taxes outstanding as of March 1, 1983. PHTA shall reimburse SFHA for such liability according to the following schedule:

Fiscal Year Contract 1982-83

The San Francisco Housing Authority shall apply the balance in its account no. 2120 (Accounts Payable - PHTA Contract Payable) in the amount of $3,295.26 towards the tax liability as referenced above. These funds represent unissued monies from the PHTA contract, fiscal year 1981-82 and parking lot agreement income for the period ending January, 1983.

The remaining balance due to San Francisco Housing Authority will be paid in three (3) equal installments for PHTA contract years 1983-84, 1984-85 and 1985-86, this amount shall be deducted from the funds provided under this contract as well as from any other sources of funds of PHTA under the control of SFHA.

14. Within 90 days of the completion of each fiscal year, SFHA shall perform an audit of PHTA's expenditure of all funds provided under this agreement and of all funds raised through funds provided under this agreement. The CPA shall cooperate with the audit process. In addition, PHTA shall provide SFHA with an

annual report of all funds received from other sources, administered by PHTA. SFHA reserves the right to perform an audit of the expenditures of all such funds and PHTA shall make books and records available during normal business hours, for review by SFHA.

15. PHTA shall require in its bylaws that, prior to its annual election of officers, incumbent officers shall make all preparations necessary for transfer of control of PHTA funds and assets of newly elected officers by PHTA, SFHA staff shall meet with the newly elected officers to provide necessary assistance in all aspects of the transition in financial management.

16. General liability insurance shall be maintained at all times under this agreement with limits of $500,000 personal injury and property damage. Said insurance shall cover the PHTA operation at 1111 Buchanan and any activities taking place on premises of SFHA. SFHA shall be named an additional insured and a copy of the policy shall be furnished to SFHA prior to any funds being disbursed under this agreement.

17. PHTA shall use funds provided under this agreement and funds raised through the use of funds provided under this agreement solely for the purposes set forth in this agreement. Such funds shall not be commingled with funds from any other source.

18. At the discretion of the Executive Director, additional funding may be available to cover the cost of tenant council activities related to project operations which might otherwise be appropriately performed as a management function of the SFHA. The aforementioned activities are tenant counseling, community relations, maintenance, etc. The funding of the above activities will be on actual cost reimbursement basis and will not be reflected as a line increase to the submitted and approved budget.

19. This agreement may be terminated by SFHA for good cause upon 60 days written notice outlining specific reasons for said termination.

20. All notices required to be delivered under this agreement shall be delivered at 440 Turk Street, San Francisco, CA 94102 in the case of SFHA and 1111 Buchanan, San Francisco, CA 94102 in the case of PHTA.

SAN FRANCISCO HOUSING AUTHORITY

Dated: _____ By _____
Carl L. Williams
Executive Director

-4-

PUBLIC HOUSING TENANTS' ASSOCIATION

Dated: _____ By _____
Rick Hansen
President

10/6-83

POLICIES AND PROCEDURES COVERING USE OF PHTA VAN

A. Driving the San Francisco Housing Authority van (designated for PHTA) is restricted to three (3) designated officers and the said van driver. In order to receive clearance to drive the van, you must:

1. obtain approval from the Director of Finance,

2. present a valid copy of a California Chauffer's license to the Legal Counsel's office and

3. agree to the following regulations covering the use of the van:

1. The van will be checked out each morning from either 440 Turk Street or 1815 Egbert Street.

2. The driver checking the van out will be responsible for the usage of the van. The driver is to maintain a log of all trips, identify trip locations, and the speedometer reading at the beginning and end of each day.

3. The van will be returned to 440 Turk Street daily before 4:45 p.m. If the van is to be used for a night meeting, the Receptionist will be notified and the van may be retained overnight by authorized PHTA driver. At the end of each month the trip log and a record of all overnight usage shall be submitted with PHTA's monthly financial ledger.

4. Notification for the usage of the van outside San Francisco county must be given in advance.

5. Procedures to follow when involved in an accident while driving the van on official business:

   a. Stop immediately. DO NOT LEAVE SCENE OF ACCIDENT UNTIL SFHA POLICE ARRIVE.

   b. Get the other driver's license number, name, address, telephone number, make and year of car, name and policy number of his/her automobile insurance, if at all possible, and the vehicle license number.

c. Always call the SFHA Police (467-4910). The Police will report the accident to the S. F. Police. The Police will also investigate the accident, telephone the Administrative Assistant and submit an insurance report form.

d. If the driver of the SFHA van or a passenger is injured, he or she should seek medical attention immediately from a hospital emergency room or his personal physician depending on the seriousness of the injuries.

e. It is the responsibility of the driver to forward a blue accord Auto/Other Liability Accident Notice to Legal Counsel's office immediately.

B. Accident while van is parked:

1. This is called an incident.

2. The driver is responsible for completing a pink incident report card, and submit it to the employee's supervisor, a copy to the property manager and Legal Counsel immediately.

C. Traffic Citations:

1. Notify the Finance Department.

2. All drivers will be responsible for the payment of any citations.

3. Copies of all citations and payment statement/receipts should be sent to the Finance Department and Legal Counsel.

D. Van:

1. The van shall be used exclusively for SFHA business.

2. If a driver has more than two (2) accidents and is responsible for the accident his/her driving privilege will be terminated.

3. Every driver is responsible to have the van filled with gas when it is down to 1/4 of a tank.

ADMENDMENT TO THE ADMINISTRATIVE AGREEMENT

This Amendment, including the Budget, is for the period of October 1, 1983 through December 31, 1983 is an amendment hereto. As mutually agreed, the San Francisco Housing Authority will add to the 1983-84 PHTA contract amount the unspent balance of the 1982-83 Contract. The amount to be added is a revised total in the amount of $24,309.30.

As referenced in the FY 1982-83 Administrative Agreement, the PHTA will pay one-third (1/3) of the balance due the Authority for payment of delinquent payroll taxes, fees and penalties. The amount due the Authority is $3,412.01, adjusting the balance of the FY 1983-84 Contract to $20,897.29.

This revised contract amount is to be paid quarterly in the amount of $5,224.32.

It is further mutually agreed that the Authority's Accounting Division, for the period of October 1, 1983 through December 31, 1983 shall continue to pay all PHTA salaries, payroll taxes and monthly expenditures as itemized in the attached Budget document.

Date: _____ _____
Executive

Date: _____ _____
Richard Hansen, President
PHTA

10/6/83

EXHIBIT 1

PUBLIC HOUSING TENANTS' ASSOCIATION
BUDGET
OCTOBER 1, 1983 - DECEMBER 31, 1983

EXHIBIT 1

STAFF:

	October	November	December
Secretary	$ 522.50	$ 950.00	$ 950.00
Van Driver	200.20	200.20	200.20
Janitor	102.66	133.46	133.46
Total Salaries	$ 825.36	$1,283.66	$1,283.66
Employer Payroll Taxes	123.80	192.55	192.55
Total Salary Cost	$ 949.16	$1,476.21	$1,476.21

OFFICE EXPENSES:

Telephone	$ 137.00	$ 137.00	$ 137.00
Alarm System	89.00	89.00	89.00
Office Supplies	100.00	100.00	100.00
Postage	20.00	15.00	15.00
Petty Cash	45.00	50.00	50.00
Water Service	20.00	20.00	20.00
Total Office Expenses	$ 411.00	$ 411.00	$ 411.00
TOTAL MONTHLY EXPENSES:	$1,360.16	$1,887.21	$1,887.21

TOTAL QUARTERLY BUDGET: $5,134.58

10/6/83

FUNDS HELD BY SAN FRANCISCO HOUSING AUTHORITY
DUE PHTA - 9/30/83

Balance on Hand 10/1/83		$2,109.84
1982-83 Income from Parking Lot		2,280.03
Balance on Hand 9/30/83		$4,389.87
1982-1983 PHTA Contract	$21,108.00	
1982-1983 Contract Expenses	17,818.70	
Balance of 1982-83 Contract Due PHTA		$3,288.30
Balance on Hand 9/30/83		$7,678.17

# # # # # # # # # # # # # #

Total Delinquent Payroll Taxes, Fees & Penalties	$14,625.90
Deduct 9/30/83 Account Balance	4,389.87
Balance Due on Delinquent Payroll	$10,236.03
3 Year Average Payment	$ 3,412.00

1983-84 PHTA Contract	$21,021.00
Add: Balance of 1982-83 Contract	3,288.30
Subtotal	$24,309.30
Deduct: Annual Payroll Tax Payment	3,412.01
Funds Available 1983-84 Contract	$20,897.29

Quarterly Contract Advance 10/1/83 - 12/31/83	$ 5,224.32

10/6/83

(e) Visitors - Mr. Williams called on those visitors who wished to address the Commission.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of October 13, 1983 was adjourned at 11:15 a.m.

ELOUISE WESTBROOK, President

Carl L. Williams

CARL L. WILLIAMS
Secretary/Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

Dianne Feinstein, *Mayor*
Elouise Westbrook, *President*
James Fussell, Jr., *Vice President*
Joan M. San Jule
Preston Cook
Betty Brooks
Beatrice Patterson
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

SF
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10/27/83

October 24, 1983

PUBLIC NOTICE

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 9:30 A.M., THURSDAY, OCTOBER 27, 1983 AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

CARL L. WILLIAMS
SECRETARY/EXECUTIVE DIRECTOR

DOCUMENTS DEPT.
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REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY
COMMISSION WILL BE HELD ON THURSDAY October 27, 1983
9:30 A.M, 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

T E N T A T I V E A G E N D A

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1. ROLL CALL:

   Elouise Westbrook, President
   James Fussell, Jr., Vice President
   Joan M. San Jule, Commissioner
   Preston Cook, Commissioner
   Betty Brooks, Commissioner
   Beatrice Patterson, Commissioner
   Reverend Harry Chuck, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

   Reappointment of Commissioner Joan M. San Jule.

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

   (a) Comments from Mayor Feinstein regarding the MBO Program (Tentative).

   (b) Staff Review of 1983 MBO Performance.

   (c) Presentation of Awards to Staff for Outstanding Performance in 1983.

   (d) Resolution - Lease Agreement for Laundry Facilities in the Ping Yuen Projects.

   (e) Staff Presentation and Discussion Regarding Feasibility of Rehabilitating a three story Building in the Alice Griffith Project.

Carl L. Williams
Secretary/Executive Director

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10/27/83

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Regular Meeting Held:
Thursday, October 27, 1983

Minutes

440 Turk Street
San Francisco, CA

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, October 27, 1983 at 9:30 a.m.

1. ROLL CALL:

The meeting was called to order by President Westbrook at 9:30 a.m.

Roll call found the following members to be:

PRESENT: Elouise Westbrook, President
James Fussell, Jr., Vice President
Joan San Jule, Commissioner
Preston Cook, Commissioner
Betty Brooks, Commissioner
Beatrice Patterson, Commissioner
Reverend Harry Chuck, Commissioner

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A quorum was present.

ALSO PRESENT: Carl L. Williams, Executive Director
Connie M. Perry, Legal Counsel

2. VISITORS:

Lillian Zinnerman, HUD
Connie Cashaw
Harold Bryant
Pauline Perea
Bobbie Sanders
Gladys Mae Shafford, Westside Court
Jimmie Mumphery, Hunters View
Christine Neal, Alice Griffith
Mrs. Hall, Alice Griffith
Melvina Powell, Westside Courts

3. APPROVAL OF AGENDA:

The agenda was amended to exclude one item under new business: Resolution - Lease Agreement for Laundry Facilities in the Ping Yuen Projects. Commissioner San Jule moved to approve the agenda as amended and Vice President Fussell seconded the motion. The amended agenda of October 27, 1983 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Cook moved to approve the minutes of October 13, 1983 and Commissioner Chuck seconded the motion. The minutes of October 13, 1983 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Mr. Williams reported that the San Francisco Civil Grand Jury had requested the attendance of President Westbrook at their meeting of October 17, 1983. He and President Westbrook attended the session. The meeting went very well. The Grand Jury also indicated that they wish to take a tour of some of the Authority's projects on November 8. The tour is being arranged. The Grand Jury expressed an interest in seeing some of the senior projects as well as the family projects.

6. REPORT OF SECRETARY:

Reseating of Commissioner San Jule: Secretary Carl L. Williams reported that the Authority is in receipt of the various documents pertaining to the reappointment of Commissioner San Jule. She has been sworn in by the Mayor. Vice President Fussell moved that the documents be accepted and filed. Commissioner Chuck seconded the motion. The motion was UNANIMOUSLY ADOPTED. Vice President Fussell moved for the approval of the seating of Commissioner San Jule to the Commission. Commissioner Patterson seconded the motion. The motion was UNANIMOUSLY ADOPTED.

7. COMMITTEE REPORTS:

Finance Committee - Vice President Fussell, Chairman, reported that the Finance Committee met October 24, 1983 to discuss the allocation of funds for the vacate program. They also discussed allocation of funds for a day care center in the Alice Griffith projects. Staff presented several options which is under review at this time. Ron Atkielski, Chief, Modernization Branch, reviewed the options and answered questions raised by the Commission.

Tenant Relations Committee - Commissioner Chuck, Chairman, announced that there will be a Tenant Relations Committee meeting, November 7, 1983.

8. REPORT OF COUNSEL:

None

9. TENANT REPRESENTATIVE REPORT:

Rick Hansen, President of PHTA, reported on the following matters:

Gwendolyn Moss has been hired as the PHTA van driver and janitor.

On October 24, 1983 the news conference was held with representatives of the Authority, PHTA and San Francisco Neighborhood Legal Aid Foundation regarding the North Beach Lawsuit.

On October 25, 1983 members of the San Francisco Civil Grand Jury met with PHTA to get their input. Tenants had the opportunity to voice their concerns.

Some tenants are having problems filing their LIEAP forms.

10. UNFINISHED BUSINESS:

At the last Commission meeting, Vice President Fussell had requested a listing of the Authority's accomplishments over the last several years. Mr. Williams informed him that that list is forthcoming.

11. NEW BUSINESS:

(a) Staff Review of 1983 MBO Performance:

Mr. Williams stated that Mayor Feinstein will not be able to attend. Mr. Williams called on various Authority department heads to give their analysis of what the Authority did in reference to the MBO program. There were six categories for which the Authority was rated: Leasing of conventional housing units, leasing of Section 8 program, repair of vacant units, maintenance work order productivity, rent collection and qualitative project rating. Dennis Guest, Director of Housing Management reviewed those goals pertaining to housing management. Barney Deasy reviewed the goals and objectives pertaining to maintenance. Thomas Gholson reviewed the goals and accomplishments of the Section 8 program.

(b) Presentation of Awards to Staff for Outstanding Performance in 1983:

Mr. Williams stated that recognition was being given to those employees who have shown outstanding performance in helping the Authority meet the MBO goals. Each employee was given a framed certificate and a cash award of $250. Mr. Williams called on the following employees to come forward and receive their award:

1) Thomas Gholson, Director of Leased Housing
2) Shirley Marcus-Luster, Leased Housing Manager
3) Frank Alcantara, Leased Housing Manager
4) Helen Louie, Manager, North Beach
5) John Watts, Manager, Sunnydale
6) Tim Washington, Chief of Rehabilitation Branch
7) Bob Bessix, Paint Foreman
8) Will Price Procurement Manager

The Commission and audience applauded each employee upon receiving their award. The Commissioners expressed their appreciation and congratulations to the employees for their outstanding performance.

(c) Staff Presentation and Discussion Regarding Feasibility of Rehabilitating a Three-story Building in the Alice Griffith Project:

This item was discussed under the Finance Committee report.

(d) Visitors - President Westbrook called on those visitors who wished to address the Commission regarding their concerns.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of October 27, 1983 was adjourned at 11:15 a.m.

ELOUISE WESTBROOK, President

CARL L. WILLIAMS
Secretary/Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

Dianne Feinstein, *Mayor*
Elouise Westbrook, *President*
James Fussell, Jr., *Vice President*
Joan M. San Jule
Preston Cook
Betty Brooks
Beatrice Patterson
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

NOVEMBER 4, 1983

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PUBLIC NOTICE

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 9:30 A.M., THURSDAY, NOVEMBER 10, 1983 AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

Carl L. Williams

CARL L. WILLIAMS
SECRETARY/EXECUTIVE DIRECTOR

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REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY
COMMISSION WILL BE HELD ON THURSDAY November 10, 1983
9:30 A.M, 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

T E N T A T I V E A G E N D A

* * * * * * * * * * * * * * * * *

1. ROLL CALL:

   Elouise Westbrook, President
   James Fussell, Jr., Vice President
   Joan M. San Jule, Commissioner
   Preston Cook, Commissioner
   Betty Brooks, Commissioner
   Beatrice Patterson, Commissioner
   Reverend Harry Chuck, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

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9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

    (a) Resolution - Resolution Authorizing Execution of Lease With Ping Yuen Residents Association (PYRIA) for Operation of Laundry Facility.

    (b) Resolution - Resolution Eliminating the Net Asset Limit for Eligibility in the Conventional Housing Program.

    (c) Resolution - Resolution Authorizing the Retention of Legal Services Regarding the Proposal to Lease and Rehabilitate Cal. 1-17B.

Carl L. Williams
Secretary/Executive Director

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11/10/83

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held:
Thursday, November 10, 1983

440 Turk Street
San Francisco, CA

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, November 10, 1983 at 9:30 a.m.

1. ROLL CALL:

The meeting was called to order by President Westbrook at 9:30 a.m.

Roll call found the following members to be:

PRESENT: Elouise Westbrook, President
Joan M. San Jule, Commissioner (arrived 9:50 a.m.)
Preston Cook, Commissioner
Betty Brooks, Commissioner
Beatrice Patterson, Commissioner
Reverend Harry Chuck, Commissioner (arrived 9:40 a.m.)

ABSENT: James Fussell, Jr., Vice President

A quorum was present.

ALSO PRESENT: Carl L. Williams, Executive Director
Connie M. Perry, Legal Counsel

2. VISITORS:

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Kay Kardosky, Sunnydale & PHTA
Roxie McCormick, Sunnydale & PHTA
Laura Berry, Bernal & PHTA
Christine Neal, Alice Griffith
Dorothy Simms, Alice Griffith
Jimmie Mumphery, Hunters View
Rick Hansen, PHTA

3. APPROVAL OF AGENDA:

Commissioner Cook moved to approve the agenda and Commissioner Brooks seconded the motion. The agenda of November 10, 1983 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Cook moved to approve the minutes of October 27, 1983 and Commissioner Brooks seconded the motion. The minutes of October 27, 1983 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Mr. Williams informed the Commissioners of the editorial in the November 1983 edition of the Mabuhay Republic regarding the San Francisco Housing Authority. A copy of the editorial was distributed to each Commissioner.

6. REPORT OF SECRETARY:

Mr. Williams called attention to the fact that the next regularly scheduled Commission meeting will fall on the Thanksgiving holiday. It was the consensus of the Commission to hold the next Commission meeting on Wednesday, November 23, 1983.

Mr. Williams noted that the Vacate Summary Report for the month shows that the number of vacant units is below 400. This is the first time that the number of vacant units has gone below 400.

7. COMMITTEE REPORTS:

Tenant Relations Committee - Commissioner Chuck, Chairman, reported that there was a meeting of the Tenant Relations Committee November 7, 1983. A number of concerns were raised, some of which will require more discussion and cooperation from the staff so that these issues can be resolved. The Committee is dealing with these issues.

8. REPORT OF COUNSEL:

Connie M. Perry, Counsel, stated that the Legal Action Summary has been distributed. She was available to answer any questions. President Westbrook commented on the report and requested that a change be made in its format.

9. TENANT REPRESENTATIVE REPORT:

Rick Hansen, President of PHTA, submitted and read the Report of PHTA Activities as outlined below:

-Tenants worked together on the rent control issue. PHTA has actively encouraged voter participation among public housing residents.

-Will Battle of the SFPD met with PHTA at his request. The tenants voiced their concerns regarding safety in their respective areas. Mr. Battle assured them that that he would be looking into the matter.

-Mr. Hansen thanked Commissioner Brooks for her attendance at the PHTA meeting of October 26. He also expressed his appreciation to those individuals and Commissioners who are seeking to help PHTA resolve many of their concerns.

-PHTA has formed a Christmas Committee. The Committee will be responsible for the Christmas activities of PHTA.

-Commander Dangerfield, Will Battle and Tim Washington met with the residents of Bernal.

-PHTA was actively involved in the Halloween candy give away to children living in public housing.

-Dennis Guest met with PHTA to review the stove and refrigerator policy.

-Sunnydale held its elections and elected the following officers: Annie Mae Rose, President; Geraldine McCowan, Vice President; Queen Esther Pitre, Secretary; Rev. Elmer Mattock, Treasurer; Carrie Snipes, Parliamentarian; Roxie McCormick, Sergeant of Arms.

10. UNFINISHED BUSINESS:

None

11. NEW BUSINESS:

(a) RESOLUTION NO. 2554

* * * * * * * * * * * * * * * * * * *

RESOLUTION APPROVING LEASING THE LAUNDRY FACILITIES AT THE PING YUEN PROJECTS TO THE PING YUEN RESIDENT IMPROVEMENT ASSOCIATION

****

WHEREAS, the Ping Yuen Resident Improvement Association (PYRIA) applied for, and received $100,000 from the San Francisco CDBG for Jobs Program, and

WHEREAS, these funds are intended to purchase washers and dryers, remodel the existing laundry facilities in the Ping Yuen Projects, and

WHEREAS, the PYRIA intends to manage and operate these laundry facilities for the purpose of generating funds for programs that would benefit the Ping Yuen populace, and

WHEREAS, the Commission of the Housing Authority of the City and County of San Francisco support such venture.

NOW, THEREFORE, BE IT RESOLVED:

1. The Commission of the Housing Authority of the City and County of San Francisco approves the contract submitted to lease five (5) laundry spaces to the Ping Yuen Resident Association.

2. That the Executive Director is hereby authorized to execute and monitor this contract.

Approved as to form:

Connie M. Perry
Legal Counsel
Dated:

Mr. Williams stated that this resolution authorizes the execution of a lease with the Ping Yuen Resident Improvement Association (PYRIA) regarding the operation of laundry facilities in the Ping Yuen projects. Mr. Williams noted that Mr. Watson Low, President of PYRIA, and Ms. Pancy Wong, who helped put this project together were in the audience. Commissioner Cook commended the tenants and staff for this innovative program. He felt that it was a good opportunity to provide jobs for Ping Yuen residents as well as providing a very good service.

Commissioner Cook moved to adopt Resolution No. 2554 and Commissioner San Jule seconded the motion. Resolution No. 2554 was UNANIMOUSLY ADOPTED.

(b)

RESOLUTION NO. 2555

RESOLUTION ELIMINATING THE NET ASSET LIMIT FOR ELIGIBILITY IN THE CONVENTIONAL HOUSING PROGRAM

* *

Now hereby be it resolved that the Net Asset Limit for eligibility in the Conventional Housing Program be eliminated as defined in Resolution No. 2111, Section I, A1.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. This resolution shall take effect immediately.

APPROVED AS TO FORM:

Connie M. Perry

CONNIE M. PERRY, LEGAL COUNSEL

DATED: Nov. 7, 1985

Mr. Williams stated that this resolution will eliminate the necessity for computing the net assets limit with respect to determining eligibility for residents of conventional public housing. This is consistent with the income qualifying criteria that is used under the Section 8 Program. By eliminating this eligibility criteria, more residents, particularly elderly residents, would be eligible for public housing.

Commissioner Cook moved to adopt Resolution No. 2555 and Commissioner Chuck seconded the motion. Resolution No. 2555 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION NO. 2556

RESOLUTION AUTHORIZING THE RETENTION OF LEGAL SERVICES REGARDING THE PROPOSAL TO LEASE AND REHABILITATE CAL 1-17B

* *

WHEREAS, the San Francisco Housing Authority has granted exclusive negotiation rights to Aspen Group West, Inc. for the possible rehabilitation and leasing of Cal. 1-17B; and

WHEREAS, the San Francisco Housing Authority recognizes that the successful conclusion of the rehabilitation and leasing of Cal. 1-17B as proposed by Aspen Group West involves the determination of several legal, regulatory and policy issues by the Central Office of the United States Department of Housing and Urban Development (HUD); and

WHEREAS, the San Francisco Housing Authority will require the representation of qualified and knowledgeable legal counsel to represent its interest with HUD Central Office officials; and

WHEREAS, the San Francisco Housing Authority has received a proposal for representation from Powell, Goldstein, Frazer & Murphy of Washington, D.C.;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

The Executive Director is hereby authorized to retain the services of Powell, Goldstein, Frazer and Murphy as appropriate and necessary regarding the proposal to rehabilitate and lease Cal. 1-17B and other appropriate Housing Authority matters that may require the assistance of the firm.

APPROVED AS TO FORM:

_____

Counsel

Date_____

Mr. Williams stated that this resolution authorizes the Authority to retain the services of a Washington, D.C. law firm, Powell, Goldstein, Frazer & Murphy, with reference to the Aspen Group proposal for the rehabilitation and leasing of Cal 1-17B. In order to bring this matter to a successful conclusion it is going to require a great deal of work at the Central Office of HUD in Washington, D.C. It is important to have some representation on a daily basis. The law firm is a very good one. One of its members is Mr. Larry Simons who used to be the Assistant Secretary of the Federal Housing Commission under the Carter Administration. There are funds left over from an old modernization account that can be used to pay for these legal services. It will not be necessary to use the Authority's operating subsidy.

Commissioner San Jule moved to adopt Resolution No. 2556 and Commissioner Chuck seconded the motion. Resolution No. 2556 was passed by majority vote with one abstention by Commissioner Cook.

(d) Visitors - Mr. Williams called on those visitors who wished to address the Commission regarding their concerns.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of November 10, 1983 was adjourned at 10:25 a.m.

ELOUISE WESTBROOK, President

CARL L. WILLIAMS
Secretary/Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

Dianne Feinstein, *Mayor*
Elouise Westbrook, *President*
James Fussell, Jr., *Vice President*
Joan M. San Jule
Preston Cook
Betty Brooks
Beatrice Patterson
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

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NOVEMBER 18, 1983

PUBLIC NOTICE

THE REGULARLY SCHEDULED COMMISSION MEETING TO HAVE BEEN HELD ON NOVEMBER 24, 1983, AT 9:30 A.M. AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA, HAS BEEN CANCELLED AT THE DIRECTION OF THE COMMISSION DUE TO THE THANKSGIVING DAY HOLIDAY.

ALL PENDING MATTERS WILL BE DISCUSSED AT THE COMMISSION MEETING SCHEDULED FOR WEDNESDAY, NOVEMBER 23, 1983, AT 9:30 A.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

Carl L. Williams

CARL L. WILLIAMS
SECRETARY/EXECUTIVE DIRECTOR

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REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY
COMMISSION WILL BE HELD ON WEDNESDAY, NOVEMBER 23, 1983
9:30 A.M, 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

T E N T A T I V E A G E N D A

* * * * * * * * * * * * * *

1. ROLL CALL:

   Elouise Westbrook, President
   James Fussell, Jr., Vice President
   Joan M. San Jule, Commissioner, Commissioner
   Preston Cook, Commissioner
   Betty Brooks, Commissioner
   Beatrice Patterson, Commissioner
   Reverend Harry Chuck, Commissioner

2. VISITORS:

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3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

   (a) Resolution - Amendment to Correct an Error in the Contract between the San Francisco Housing Authority and the Board of Administration of the Public Employees' Retirement System.

   (b) Resolution - Resolution Authorizing the Executive Director and Commissioner Elouise Westbrook to Travel to Washington, D. C.

12. ADJOURNMENT:

Carl L. Williams
Secretary/Executive Director

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11/23/83

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held:
Wednesday, November 23, 1983

440 Turk Street
San Francisco, CA

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Wednesday, November 23, 1983 at 9:30 a.m.

1. ROLL CALL:

The meeting was called to order by President Westbrook at 9:40 a.m.

Roll call found the following members to be:

PRESENT: Elouise Westbrook, President
Joan M. San Jule, Commissioner
Preston Cook, Commissioner
Betty Brooks, Commissioner
Beatrice Patterson, Commissioner
Reverend Harry Chuck, Commissioner

ABSENT: James Fussell, Jr., Vice President

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A quorum was present.

ALSO PRESENT: Carl L. Williams, Executive Director
Connie M. Perry, Legal Counsel

2. VISITORS:

Frankie N. Gates, Sunnydale
Christine Neal, Alice Griffith
Mrs. Hall, Alice Griffith

3. APPROVAL OF AGENDA:

Commissioner San Jule moved to approve the agenda and Commissioner Cook seconded the motion. The agenda of November 23, 1983 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Cook moved to approve the minutes of November 10, 1983 and Commissioner Brooks seconded the motion. The minutes of November 10, 1983 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None

6. REPORT OF SECRETARY:

Secretary Carl L. Williams reported on the following items:

1) At the direction of the Commission over a year ago, Authority staff has been working with the staff of the Redevelopment Agency regarding planning and future development of Hunters Point Hill. A draft document of that study and suggestions for future development of the Hill has been distributed to the Commission for their review.

2) Authority staff will be meeting with the Housing Committee of the San Francisco Civil Grand Jury on November 29, 1983 at 10:00 a.m. This is a follow up to their tour of some of the projects taken earlier. They have some additional questions. Mr. Williams invited the Commissioners to attend the meeting.

7. COMMITTEE REPORTS:

None

8. REPORT OF COUNSEL:

None. Mr. Williams stated that, as requested by President Westbrook, changing the format of the Legal Action Summary Report is being reviewed.

9. TENANT REPRESENTATIVE REPORT:

Ms. Roxie McCormick, First Vice President of PHTA, submitted and read the Report of PHTA activities as outlined below:

-PHTA is working on their Christmas Drive.

-PHTA has held several discussions with Authority staff regarding the distribution of LEAP applications to tenants.

-Some PHTA members attended the San Francisco Board of Supervisors meeting on housing and community development.

-Alemany Projects held its elections and elected the following officers: E. J. Powell, President; Jeanette Lewis, Vice President; Cathy Moore, Secretary; Betty Hoskins, Treasurer; Larry Zeno, Parliamentarian; Marvin McGowan, Sergeant of Arms.

A discussion followed regarding the Christmas drive and the various activities planned for the holidays.

10. UNFINISHED BUSINESS:

None

11. NEW BUSINESS:

(a) RESOLUTION NO. 2557

RESOLUTION AUTHORIZING AN AMENDMENT TO CORRECT AN ERROR IN THE CONTRACT BETWEEN THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO AND THE BOARD OF ADMINISTRATION PUBLIC EMPLOYEES' RETIREMENT SYSTEM

* *

WHEREAS, the Commissioners of the Housing Authority of the City and County of San Francisco hereinafter referred to as Public Agency, and the Board of Administration of the Public Employees' Retirement System entered into a contract effective March 1, 1961 providing for the participation of Public Agency in the Public Employees' Retirement System; and

WHEREAS, said contract, by Resolution No. 2529 dated May 26, 1983 was amended effective July 12, 1983. However, due to an inadvertent omission, the information regarding Section 20020 (Boxx Decision) was not reflected in the contract; and

WHEREAS, Section 20461 of the Government Code provides that errors in a contract may be corrected through contract error amendments executed by the adoption of suitable resolutions by the contracting parties;

NOW, THEREFORE BE IT RESOLVED, that said governing body of Public Agency authorizes, and it does hereby authorize, a contract error amendment to said contract effective July 12, 1983 as follows:

A. The paragraph 3(a) shall be changed in said contract as follows:

Local Policemen shall include individuals defined by Section 20020 of the Government Code prior to its amendment at the 1975-76 Regular Legislative Session, effective January 1, 1976, employed by Public Agency prior to such amendment.

BE IT FURTHER RESOLVED, that the presiding officer of the governing body of Public Agency be and is hereby authorized, empowered and directed to execute said amendment for and on behalf of Public Agency.

APPROVED AS TO FORM:

_____

Connie M. Perry, Legal Counsel

Date: _____

Mr. Williams stated that this resolution authorizes a technical correction to a previous resolution that was passed regarding the change in the classification of the Housing Authority police officers. The earlier resolution did not include the requirement that regardless of the date of employment, the employee would still be classified to officer status.

Commissioner San Jule moved to adopt Resolution No. 2557 and Commissioner Chuck seconded the motion. Resolution No. 2557 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 2558
* * * * * * * * * * * *

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR AND COMMISSIONER ELOUISE WESTBROOK TO TRAVEL TO WASHINGTON, D. C.
* *

WHEREAS, the San Francisco Housing Authority has under active consideration a proposal to lease and rehabilitate its property designated as Cal. 1-17B; and

WHEREAS, the San Francisco Housing Authority has retained the firm of Powell, Goldstein, Frazer & Murphy in Washington, D.C., to represent its interest pertaining to this proposal; and

WHEREAS, the firm of Powell, Goldstein, Frazer & Murphy has scheduled a meeting on November 30, 1983 for the Executive Director and Assistant Secretary Warren Lindquist to discuss and review the proposal to lease and rehabilitate Cal. 1-17B; and

WHEREAS, Commissioner Elouise Westbrook wishes to participate in the discussions regarding the proposal to lease and rehabilitate Cal.1-17B:

NOW, THEREFORE, BE IT RESOLVED THAT THE EXECUTIVE DIRECTOR AND COMMISSIONER WESTBROOK BE AUTHORIZED TO TRAVEL TO WASHINGTON, D.C.

APPROVED AS TO FORM:

Connie M. Perry
Connie Perry, Legal Counsel

November 21, 1983
Date

Mr. Williams stated that this resolution authorizes the Executive Director and President Westbrook to travel to Washington, D.C. They will be meeting with HUD Assistant Secretary Lindquist to discuss and review the proposal to lease and rehabilitate Cal 1-17B.

Commissioner Chuck moved to adopt Resolution No. 2558 and Commissioner Brooks seconded the motion. Resolution No. 2558 was UNANIMOUSLY ADOPTED.

(c) Other - President Westbrook asked staff to look into the quality of service being provided by the Police Department now that it is under the city. Commissioner Cook also asked for some statistics on crime in public housing.

A discussion followed regarding OCD funding. President Westbrook asked for a list of projects funded with OCD monies and the status of each.

Commissioner San Jule expressed an interest in touring the Rosa Parks Senior Apartments. She also wanted to be brought up to date on the social support services that will be provided. President Westbrook suggested that the Tenant Relations Committee follow up on this.

President Westbrook asked about the feasibility of having an annual awards dinner involving both staff and the tenants. She also suggested getting new frames for the pictures of the current Commissioners that are displayed in the Commission room. Commissioner San Jule asked about having the seal in gold on the Housing Authority business cards.

Thomas Gholson addressed the Commission regarding the United Way Campaign. He has been drafted to be the United Way representative for the Housing Authority. The Authority has set two goals for this year: 1) to surpass last year's goal ($4,500); and 2) to have 100% participation of the employees and the Commission. Mr. Gholson distributed pledge cards to the Commission.

Visitors - Mr. Williams called on those visitors who wished to address the Commission regarding their concerns.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of November 23, 1983 was adjourned at 10:45 p.m.

ELOUISE WESTBROOK, President

CARL L. WILLIAMS
Secretary/Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

Dianne Feinstein, *Mayor*
Elouise Westbrook, *President*
James Fussell, Jr., *Vice President*
Joan M. San Jule
Preston Cook
Betty Brooks
Beatrice Patterson
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

DECEMBER 2, 1983

SF
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#4
2/8/83

PUBLIC NOTICE

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 9:30 A.M., THURSDAY, DECEMBER 8, 1983 AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

Carl L. Williams

CARL L. WILLIAMS
SECRETARY/EXECUTIVE DIRECTOR

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REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY
COMMISSION WILL BE HELD ON THURSDAY December 8, 1983
9:30 A.M, 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

T E N T A T I V E A G E N D A
* * * * * * * * * * * * * * *

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1. ROLL CALL:

   Elouise Westbrook, President
   James Fussell, Jr., Vice President
   Joan M. San Jule, Commissioner
   Preston Cook, Commissioner
   Betty Brooks, Commissioner
   Beatrice Patterson , Commissioner
   Reverend Harry Chuck , Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

   (a) Resolution - Resolution Authorizing the Execution of a Contract for Appraisal Services between the San Francisco Housing Authority and Richards and Barfield, International Certified Appraiser, (ICA).

Carl L. Williams
Secretary/Executive Director

SF
H65
#3
12/8/83

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held:
Thursday, December 8, 1983

440 Turk Street
San Francisco, CA

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, December 8, 1983 at 9:30 a.m.

1. ROLL CALL:

The meeting was called to order by President Westbrook at 9:35 a.m.

Roll call found the following members to be:

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PRESENT: Elouise Westbrook, President
James Fussell, Jr., Vice President
Joan M. San Jule, Commissioner
Preston Cook, Commissioner
Betty Brooks, Commissioner
Beatrice Patterson, Commissioner
Reverend Harry Chuck, Commissioner (arrived 9:45)

A quorum was present.

ALSO PRESENT: Carl L. Williams, Executive Director
Connie M. Perry, Legal Counsel

2. VISITORS:

Christine Neal, Alice Griffith
Lillian Zinnerman, HUD
League of Women Voters Representative
E. J. Powell, Alemany

3. APPROVAL OF AGENDA:

The agenda was amended to add another item under new business: Resolution Establishing that Residents of Public Housing are Vulnerable to Increases in Energy Costs. Vice President Fussell moved to approve the agenda of December 8, 1983 as amended and Commissioner Cook seconded the motion. The amended agenda of December 8, 1983 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Chuck moved to approve the minutes of November 23, 1983 and Commissioner Cook seconded the motion. The minutes of November 23, 1983 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None

6. REPORT OF SECRETARY:

Secretary Carl L. Williams reminded the Commission that an Executive Session regarding a personnel matter was scheduled. Because some Commissioners have a time problem, he proposed that the Executive Session begin immediately following the regular session although the notice stated that it would commence 11:00.

Mr. Williams reported on the trip to Washington, D.C. He and President Westbrook met with the Assistant Secretary of HUD, Warren Lindquist and his staff. They also met with the law firm that was retained to represent the Authority on several matters. Very good progress has been made with respect to the Hunters Point Project. They also discussed the turnkey project and other pending legal matters.

7. COMMITTEE REPORTS:

None

8. REPORT OF COUNSEL:

Connie Perry, Legal Counsel, stated that she is still working on the revised Legal Action Summary Report and it will be ready next week. President Westbrook requested that the revised report be made available as soon as possible.

9. TENANT REPRESENTATIVE REPORT:

Roxie McCormick, Vice President of PHTA, submitted and read the Report of PHTA Activities as outlined below:

-PHTA participated in the monthly Tenant Relations Committee meeting held December 5, 1983.

-On November 30, 1983 PHTA and its membership conducted a meeting with Mr. Dennis Guest on the Memorandum of Understanding.

-PHTA will be giving a Christmas party for its executive Staff and membership. The Commissioners are invited.

-Mrs. Powell, President of Westside, will be holding a meeting, tonight, December 8, 1983.

-Sunnydale held its tenant association meeting November 29, 1983. The residents of Sunnydale are becoming more involved.

-Mr. Jim Williams attended the PHTA meeting of December 7, 1983. PHTA thanked the Authority for the contributions made to the individual areas as a jesture of good will during this holiday season.

10. UNFINISHED BUSINESS:

None

11. NEW BUSINESS

(a) Resolution No. 2559

RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT FOR APPRAISAL SERVICES BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND RICHARDS AND BARFIELD, INTERNATIONAL CERTIFIED APPRAISER, (ICA)

* *

WHEREAS, the Authority, in its 1974 HUD audit, 1977 Peat, Marwick, Mitchell and Company audit, 1979 Alexander Grant and Company audit, and the 1981 Morris, Davis and Company audit has been cited for audit exceptions relative to maintaining property records and establishing financial control over its land and structures and;

WHEREAS, the Authority, has completed and submitted Development Cost Certificates on those projects where needed and has reconciled its records to available information and;

WHEREAS, the Authority has identified the need to have an appraisal made of all such recorded land and structural costs,

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to enter into a contract with Richards and Barfield, ICA to provide appraisal services on all Authority land and structures and,

2. Contract not to exceed $64,000 which includes those costs as set forth in the Richards and Barfield, ICA proposal dated September 22, 1983.

Approved as to form:

Connie M. Perry

Connie M. Perry, Legal Counsel

Date: Dec 5, 1983

Mr. Williams stated that this resolution authorizes the execution of a contract for appraisal services of Housing Authority land and structures with the firm of Richards and Barfield, ICA. The Authority has been unable to adequately document the value of its land and structures. This matter has been an outstanding audit finding for several years. A professional appraisal firm has been sought to conduct these appraisals. Four bids came in and the Finance Department is recommending that the contract go to Richards and Barfield for an amount not to exceed $64,000. A discussion followed between the Commission and Mr. Koeritz regarding the bids that came in and what would be involved in conducting the appraisal. Mr. Koeritz assured the Commission that the firm will fulfill the contract in the amount stated and that they would not be coming back to the Commission seeking additional funds.

Commissioner Cook moved to adopt Resolution No. 2559 and Commissioner Chuck seconded the motion. Resolution No. 2559 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 2560
* * * * * * * * * * *

RESOLUTION ESTABLISHING THAT RESIDENTS OF PUBLIC HOUSING ARE VULNERABLE TO INCREASES IN ENERGY COSTS
* *

WHEREAS, the San Francisco Housing Authority is responsible for the operations, maintenance, and management of some 7,000 units of public housing in the City and County of San Francisco; and

WHEREAS, the cost of energy is a significant factor in the overall cost of operating and maintaining public housing in San Francisco; and

WHEREAS, the residents of public housing in San Francisco are impacted either directly or indirectly by the costs of delivering energy to their units,

NOW, THEREFORE, BE IT RESOLVED THAT THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO RESOLVE THAT:

L. Residents of San Francisco public housing are vulnerable to the increases in the cost of energy; and

2. The residents of San Francisco public housing should be eligible for participation in the Low-Income Home Energy Assistance Program.

APPROVED AS TO FORM:

Connie M. Perry
Counsel

Dec. 8, 1983
Date

Mr. Williams stated that many of our tenants are interested in the Low-Income Home Energy Assistance Program. The State of California is administering this program through its Office of Economic Opportunity. There has been a running controversy as to whether or not residents of public housing are eligible for this grant. Some of the tenants have been able to receive payment under this program. This resolution is designed to assist Assemblyman Art Agnos' office in their efforts to try to ascertain the eligibility of public housing residents under this program.

Commissioner Cook moved to adopt Resolution No. 2560 and Vice President Fussell seconded the motion. Resolution No. 2560 was UNANIMOUSLY ADOPTED.

(c) Visitors - Mr. Williams called on those visitors who wished to address the Commission regarding their concerns.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of December 8, 1983 was adjourned at 10:45 a.m.

Carl L. Williams
CARL L. WILLIAMS
Secretary/Executive Director

ELOUISE WESTBROOK, President

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

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Joan M. San Jule
Preston Cook
Betty Brooks
Beatrice Patterson
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

SF
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#4
12/22/83

December 16, 1983

PUBLIC NOTICE

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 9:30 A.M., THURSDAY, DECEMBER 22, 1983 AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

Carl L. Williams
Executive Director

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REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY
COMMISSION WILL BE HELD ON THURSDAY December 22, 1983
9:30 A.M, 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

T E N T A T I V E A G E N D A

* * * * * * * * * * * * * * *

1. ROLL CALL:

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Elouise Westbrook, President
James Fussell, Jr., Vice President
Joan M. San Jule, Commissioner
Preston Cook, Commissioner
Betty Brooks, Commissioner
Beatrice Patterson, Commissioner
Reverend Harry Chuck, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

(a) Resolution - Resolution Authorizing Award of Contract for Exterior Painting of the Mission Dolores Development, Cal. 1-18(13)

(b) Resolution - Resolution Authorizing Lease of Cal 1-17B for Rehabilitation and to Enable Its Occupancy by Low and Moderate Income Households.

Carl L. Williams
Secretary/Executive Director

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#3
12/22/83

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held:
Thursday, December 22, 1983

440 Turk Street
San Francisco, CA

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, December 22, 1983 at 9:30 a.m.

1. ROLL CALL:

The meeting was called to order by President Westbrook at 9:30 a.m.

Roll call found the following members to be:

PRESENT: Elouise Westbrook, President
James Fussell, Jr., Vice President
Joan M. San Jule, Commissioner
Betty Brooks, Commissioner
Reverend Harry Chuck, Commissioner

ABSENT: Preston Cook, Commissioner
Beatrice Patterson, Commissioner

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A quorum was present.

ALSO PRESENT: Carl L. Williams, Executive Director
Connie M. Perry, Counsel

2. VISITORS:

Laura Berry
Roxie McCormick, PHTA
Kay Kardosky, Sunnydale
Christine Neal, Alice Griffith

3. APPROVAL OF AGENDA:

The agenda was amended to add another item under new business: Resolution Authorizing Travel for Mr. Frank Alcantara to New Orleans, Louisiana to attend Section 8 Existing Comprehensive Training Seminar. Vice President Fussell moved to approve the agenda of December 22, 1983 as amended and Commissioner Chuck seconded the motion. The amended agenda of December 22, 1983 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner San Jule moved to approve the minutes of December 8, 1983 and Commissioner Brooks seconded the motion. The minutes of December 8, 1983 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None

6. REPORT OF SECRETARY:

Secretary Carl Williams noted that the Revised Report of Legal Counsel had been distributed. He also reminded the Commission that the Housing Authority staff Christmas party was later today, December 22, 1983 at 4:00 p.m.

7. COMMITTEE REPORTS:

None

8. REPORT OF COUNSEL:

The revised Report of Legal Counsel had been distributed earlier. Mr. Williams asked if there were any questions. The Commission commended staff for the new format.

9. TENANT REPRESENTATIVE REPORT:

Roxie McCormick, Vice President of PHTA, thanked everyone who attended the PHTA Christmas party and stated that everyone had a good time.

10. UNFINISHED BUSINESS:

None

11. NEW BUSINESS:

(a) RESOLUTION NO. 2561

* * * * * * * * * * * * *

RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR EXTERIOR PAINTING OF THE MISSION DOLORES HOUSING FOR SENIOR CITIZENS, CAL 1-18(13)

WHEREAS, on November 10, 1983, this Authority advertised for bids for exterior painting of Mission Dolores Housing for Senior Citizens, CAL 1-18(13) and;

WHEREAS, on December 6, 1983, the following bids were received for the work, publicly opened and read aloud:

BIDDER	BID AMOUNT
1. W. G. Thompson, Inc.	$ 57,660.00
2. Valoff and Peck	$ 66,700.00
3. Bill Bright Painting	$ 84,000.00

WHEREAS, the Authority has evaluated the bids, and determined that funds are provided in the amount of $60,000.00 on the 1983 Community Development Program budget as a line item for this project.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

I. A contract for the work be awarded to W. J. Thompson, Inc. in the amount of $57,660.00.

II. That this action shall not constitute notice to the Bidder of the award of contract, and no award shall be effective until the contractor is given written notice thereof.

III. That this action is contingent upon receipt and approval of the contractor's Affirmative Action Program and evidence of bondability.

IV. That the Secretary-Executive Director is authorized and is directed to execute a contract with the above-mentioned contractor on behalf of this Authority.

APPROVED AS TO FORM:

Counsel

Mr. Williams stated that this resolution requests authorization to award the contract to W.G. Thompson, Inc. for the exterior painting of the Mission Dolores Housing for senior citizens.

Vice President Fussell moved to adopt Resolution No. 2561 and Commissioner Chuck seconded the motion. Resolution No. 2561 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 2562

RESOLUTION AUTHORIZING LEASE OF CAL. 1-175B FOR REHABILITATION AND TO ENABLE ITS OCCUPANCY BY LOW AND MODERATE INCOME HOUSEHOLDS

* *

WHEREAS, the San Francisco Housing Authority has negotiated with Aspen Group West, Inc., and its nominee Eebeth Corp. West, a Ground Lease and Agreement to Provide Housing for Low and Moderate Income Households, substantially in the form attached hereto, for the rehabilitation and leasing of Cal. 1-17B; and

WHEREAS, the said Ground Lease and Agreement will provide for the rehabilitation of Cal. 1-17B and its leasing to low and moderate income households at rentals affordable to such households; and

WHEREAS, in the judgment of the Executive Director, the proposed Ground Lease and Agreement offers the most expeditious and efficient way to have the premises rehabilitated and maintained for the use of low and moderate income households without the expenditure of Modernizations funds from the United States Department of Housing and Urban Development (HUD), which funds may not be available for use on the premises in the near future; and

WHEREAS, the proposed use of Cal. 1-17B is fully consistent with the mandate of the San Francisco Housing Authority to provide housing at affordable rents for low and moderate income household; and

WHEREAS, senior officials at HUD have indicated to the Executive Director and the legal counsel retained on behalf of the Housing Authority that HUD would be willing to approve the proposed Ground Lease and Agreement;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is hereby authorized to enter into the proposed Ground Lease and Agreement concerning Cal 1-17B substantially in the form attached hereto;

2. The Executive Director is further authorized to approve such alterations and additions to the form of Ground Lease and Agreement attached hereto as are, in his judgment, required to obtain the approval of HUD to the proposed transaction and/or otherwise desirable to achieve the objectives of the San Francisco Housing Authority in entering into such Ground Lease and Agreement; and

3. The Executive Director is further authorized to rescind or terminate the said Ground Lease and Agreement upon the failure or refusal of HUD to provide the approvals necessary to enable the premises to be used in the manner contemplated by such Ground Lease and Agreement.

APPROVED AS TO FORM:

_____

Connie M. Perry, Counsel

DATED_____

Mr. Williams stated that the Authority has been working for some time with Aspen Group West with regard to the rehabilitation and leasing of units in Hunters Point. Mr. Williams introduced Mr. Sanford Gallanter, President of Aspen Group West and Mr. Ron Beckford, one of the architects of this project. Mr. Beckford went over the drawings and plans for the site and answered the questions and concerns raised by the Commission. This resolution authorizes the Executive Director to enter into the Ground Lease and Agreement with Aspen Group West and its nominee Eebeth Corp.

Vice President Fussell moved to adopt Resolution No. 2562 and Commissioner Chuck seconded the motion. Resolution No. 2562 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION NO. 2563

RESOLUTION AUTHORIZING ONE (1)
STAFFPERSON TO ATTEND THE SECTION 8
EXISTING COMPREHENSIVE TRAINING IN NEW ORLEANS, LOUISIANA

* *

WHEREAS, The Leased Housing Department of the San Francisco Housing Authority is charged with the responsibility of administering the Section 8 Existing Housing Program; and

WHEREAS, the efficient administration of the program requires staff to have current information and education to provide the maximum service to the low-income residents they serve, and

WHEREAS, the Nan McKay and Associates, Inc. will be offering a Training Seminar on the Section 8 Program in New Orleans, Louisiana on January 16 and 17, 1984.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Leased Housing Manager of the Leased Housing Department is authorized to attend the Section 8 Existing Comprehensive Training in New Orleans, Louisiana on January 16 and 17, 1984.

2. The Executive Director is authorized to execute whatever documents are needed in connection with said travel; and

3. This resolution shall take effect immediately.

APPROVED AS TO FORM:

_____
Connie M. Perry, Counsel

DATE: _____

Commissioner Chuck moved to adopt Resolution No. 2563 and Commissioner Brooks seconded the motion. Resolution No. 2563 was UNANIMOUSLY ADOPTED.

(d) Other:

Commissioner San Jule asked about the status of the Rosa Parks Senior Apartments. Mr. Williams stated that this matter will be discussed at the next Commission meeting and a tour of the site would follow the meeting.

President Westbrook expressed some of her concerns regarding the current travel policy, i.e, inadequate per diem allowance, need for entertainment allowance and hospitality suite for the Executive Director, etc. Vice President Fussell stated that the Finance Committee would review the travel policy and come back to the full Commission with recommendations for the new travel policy.

President Westbrook commended staff, the tenants and the Commission for a very constructive year and stated that she looked forward to next year being a better year. President Westbrook wished everyone a merry Christmas and happy new year.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of December 22, 1983 was adjourned at 10:05 a.m.

ELOUISE WESTBROOK, President

Carl L. Williams

CARL L. WILLIAMS
Secretary/Executive Director